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ANNUAL REPORT

1711 – 2022

TOWN OF NEEDHAM

Remembering Print Journalism in Needham

The Needham Chronicle

AND WELLESLEY ADVERTISER.

Cover Image

Mastheads from the first issues of the *Needham Chronicle* and the *Needham Globe*. The Chronicle originally incorporated the Wellesley Advertiser, but in May 1881, after Wellesley split from Needham, it dropped the longer name and became just the *Needham Chronicle*.

Photo Courtesy of the Needham History Center and Museum

Dedicated to Dan Matthews

A son of the "Kennedy Generation", Dan Matthews has embodied President Kennedy's call to public service to the benefit of his neighbors, community, and country. Throughout a career spanning nearly fifty-years in elected office, Dan has placed those values at the core of his public life.

Raised on Highgate Street, Dan is a proud Alumnus of Harris, Pollard, and Needham High Schools. Following his graduation from Northwestern University in Illinois, Dan returned to Needham to attend Boston College Law School. He was elected as a Town Meeting Member in 1974 – a position he has held continuously since – and earned a seat on the School Committee in 1976 (all while working on a law degree and at Calvert's). Dan became active in politics and policy, including successfully leading the effort to change Needham's then-ban against political lawn signs.

After admission to the bar in 1977, Dan practiced law as a generalist based out of Needham until 2023. Dan met his first wife, Catherine Wong – an emergency room physician, and for several years a Town Meeting Member – and together they raised their three children: John, Joseph, and Mary, in Needham. In 2004, Cathy passed away following a second severe bout with cancer. Dan met, and in 2011, married, Genevieve Hammond, a career public school educator.

Dan left the School Committee in 1989. But his commitment to public education continued – Dan was a key supporter of Needham Public School operations and facilities needs, and more recently, reconstruction of the Minuteman Regional Vocational Technical High School. In 1995, Dan was elected by his neighbors the Select Board.

Serving on the Select Board from 1995 through 2022, Dan helped steer the Board and Needham through a time of economic growth, change, and challenges. In addition to supporting major investments in schools, maintenance, and public facilities, transition to the Town Manager form of government, and facing the COVID epidemic, Dan helped Needham advance affordable housing, diversity, and race equity. A champion for civility and working across ideological differences, Dan's service on the Select Board was characterized by commitment to principle.

In addition to legal practice, he also served over the years on the State Alcoholic Beverages Control Commission, at the Norfolk County Registry of Deeds, and as Norfolk County's Executive Director, and in volunteer roles with the Massachusetts Select Boards Association, Massachusetts Municipal Association, and State Local Government Advisory Committee. His time on the ABCC was reflected in careful stewardship of voter-approved alcohol licensing in Needham while on the Select Board.

To this day, Dan remains active in local government and public service. In addition to serving in Town Meeting, Dan is a trusted resource for Town officials and neighbors alike, never shying away from challenges, and still willing to ask what he can do for his community.

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A Message from the Select Board

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in Fiscal Year 2022.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2024 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards, and committees for the coming year. A companion document to the Proposed Budget is the 2024-2028 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal years 2024 through 2028. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2024 – 2028 Capital Improvement Plan is also available on the Town's website. The warrant for the 2023 Annual Town Meeting will also available online when published. It provides interested residents with the items that will be debated at the Town Meeting. The warrant will also include the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2024. The warrant will also includes a summary table of the Town's current debt obligations.

The Select Board and Town Manager wish to thank the Town staff and the many residents, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Select Board can find information on current opportunities and the applicant interest form here: https://needhamma.gov/1652/Volunteer-Opportunities.

Town of Needham Community Profile

Name: Town of Needham

Incorporated: 1711

Total Area: 12.61 sq mi

Elevation: The low elevation is 68 feet above sea level and the high is 298 feet above sea level.

Road Miles: 138

County: Norfolk

Population: 32,091
(2020 Census)

Form of Government:
Representative Town Meeting

School Structure: K-12

FY2022 Tax Rate:
$13.41 Residential
$26.50 Commercial

FY2022 Average Single-Family Home Value: $1,016,185

FY2022 Average Single Family Home Tax Bill: $13,627

Coordinates:
42° 16' 52" N 71° 14' 11" W

Town Hall Address:
1471 Highland Avenue
Needham, MA 02492

Website: www.needhamma.gov

Facebook: Town of Needham
Twitter: @TownofNeedham
Instagram: Townofneedamma

The **Town of Needham** is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

TOWN CLERK

Theodora K. Eaton, MMC, Town Clerk
Helen F. Atkinson, Assistant Town Clerk
Kevin T. Pendergast, Department Specialist
Kalin M. Mitov, Finance Specialist
Joyce M. Carlezon, Pt.

PURPOSE:

Historically, the position of Town Clerk dates to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the public as well as local, state and federal governments. The Town Clerk is also the Chief Records Access Officer under the Public Records Law effective January 1, 2017. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, Burial Agent, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting. The State Ethics Commission's enabling act of 2009 which requires city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict-of-Interest Law, instructions on how to complete the mandatory online training requirements biannually, and dissemination of the Open Meeting Law. Part of this legislation, the revision of the Open Meeting Law, requires municipal clerks to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays. This seemingly simple requirement can be quite time consuming in a community of over 33,000 residents!

The Town Clerk's Office is often considered the core of local government, serving as the central information point for residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. At that time the Division of Fisheries & Wildlife began to issue licenses electronically. One of the requirements was that the State's vendor would withdraw license fees from the town's checking account on a weekly basis. Since this was not permitted by most communities (including Needham) we could not continue selling Fish and Game licenses. From July 2000 until May 2011 the Town Clerk's Office served as the local Passport Agency for the U. S. Department of State. The U. S. Department of State determined that offices in which birth certificates are issued could no longer serve as a Passport Agency. The Needham Town Manager's Office has taken over this process as a service to our residents.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Select Board). The Annual Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May under the Town of Needham's Charter. Fiscal Year 2022 had only two elections opposed to three elections in Fiscal Year 2021 - the Special Town Election scheduled for Tuesday, December 7, 2021 and the Annual Town Election scheduled for Tuesday, April 12,

2022. A fall Special Town Meeting was held on Monday October 28, 2019. The following is a comparison of the number of elections and town meetings in Fiscal Year 2021 and 2022:

Fiscal Year 2022

- Special Town Meeting – Monday, October 25, 2021
- Special Town Election – Tuesday, December 7, 2021
- Annual Town Election – Tuesday,
- April 12, 2022
- Annual Town Meeting – Monday, May 2, 2022
- Special Town Meeting – Monday, May 9, 2022

Fiscal Year 2021

- State Primary - Tuesday, September 1, 2020
- Special Town Meeting – Sunday October 4, 2020
- State Election – Tuesday, November 3, 2020
- Annual Town Election – Tuesday, April 13, 2021
- Special Town Meeting – Saturday, May 1, 2021
- Annual Town Meeting – Monday, May 3, 2021

The Special Town Meeting of October 25, 2021, disposed of 12 articles in one session. The Special Town Election of Tuesday, December 7 , 2021 to elect a member of the Select Board to fill the vacancy created by the resignation of Lakshmi Balachandra until April 9, 2024, had a total vote cast of 3,221 or 13.426% of Registered voters which included absentee ballots. The Annual Town Election for the election of Town Officers and Town Meeting Members, had a total vote cast of 2,879 or 11.77% of the 23,996 Registered voters. The Annual Town Meeting and the Special Town Meeting within the Annual scheduled for the May 2 and 9, 2022 disposed of 41 and 4 Articles respectively.

FY2022 HIGHLIGHTS:

The Spring and Summer of 2022 turned in the year of the COVID-19 pandemic and was a real challenge trying to meet the needs of our residents and prepare for the two spring elections and the coming 2022 State Primary and State Election. The State Elections division of the Secretary of the Commonwealth required Early Voting by mail and in person for the first time for the Presidential Primary. The Town Clerk's Office subsequently received a surprise check in the amount of $3,039 in February 2021 for the mandated Early Voting for this 2020 Presidential Primary – a much needed reimbursement for the partial costs associated with this mandate.

The statewide vital records electronic birth program became a reality in 2011 and is working extremely well. The State Department of Vital Statistics continues to add birth records to the system currently dating back to pre-1950. With the new statewide electronic death module going 'live" as of September 1, 2014, the Board of Health turned over the designation of burial agent to the Town Clerk. While increasing the daily workload in the Town Clerk's Office, it makes sense for one department to issue both the burial permits and the death certificates and has made the new electronic death system more efficient and effective. This has really modernized the vital records program statewide and is beneficial to all involved. Funding for the electronic

marriage records project was passed under Article 25 by unanimous consent at the Saturday May 1, 2021, Annual Town Meeting.

The Special Town Meeting of October 25, 2021, approved two Zoning By-Law amendments. The Annual Town Meeting approved three General By-Law amendments and one Town Charter amendment. Article 37 amends the General By-Law under Section 1.9 (Election of Officers) by changing the number of elected members of the Needham Housing Authority from four members to three members. Article 38 seeks to amend the Town Charter by authorizing the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article XXXIX of the Amendments of the Constitution, to approve legislation to change the elected number of the Needham Housing Authority members from four members to three members. The Zoning and General By-law amendments of all Town Meetings were subsequently approved by the Attorney General. The Town Charter amendment was approved by the Senate and House of Representatives and signed by the Governor on November 28, 2022. Under Article 10 Town Meeting approved the FY2023 Operating Budget in the amount of $206,020,137. Total appropriations including the Fiscal Year 2023 Operating Budget approved at the Annual Town Meeting totaled **$242,204,436**.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
Births to Residents:						
7/1/21- 12/31/21	119	126	144	122	133	125
1/1/22 - 6/30/22	131	146	131	149	131	115
Total Births:	**250**	**272**	**275**	**271**	**264**	**240**
Deaths: Residents						
7/1/21 - 12/31/21	119	113	111	122	112	125
1/1/22 - 6/30/22	109	119	198	130	145	163
Residents:	**228**	**232**	**309**	**252**	**257**	**288**
Deaths: Non-Residents						
7/1/21 - 12/31/21	112	126	105	154	148	152
1/1/22 - 6/30/22	104	113	100	154	154	154
Non-Residents:	**216**	**239**	**205**	**302**	**302**	**306**
Total Deaths:	**444**	**471**	**600**	**590**	**549**	**590**
Marriages:						
7/1/21 - 12/31/21	64	111	52	34	58	51
1/1/22 - 6/30/22	25	45	54	29	22	43
Total Marriages:	**89**	**156**	**106**	**63**	**80**	**94**

Dog Licenses Issued:

7/1/2020- 6/30/21	FY22	FY21	FY20	FY19	FY18	FY17
* Male & Female Dogs @ $25	303	315	199	221	193	171
* Spayed & Neutered Dogs @ $20	3,011	2,766	2,504	984	2,710	2,842
* Kennels @ $ 50	2	1	2	2	2	5
* Kennels @ $ 75	2	2	2	2	2	3
* Kennels @ $150.	0	0	0	1	1	0
Hearing Dogs - No Charge	0	0	0	0	0	0
Seeing Eye Dogs - No Charge	0	0	0	0	2	2
Transfers @ $1.00	5	3	2	3	4	6
Prior Years' Licenses (77 @ $20)	62	77	28	57	43	20
Prior Years' Licenses (3 @ $25)	4	3	2	6	3	2
Prior Years' Licenses (0 @ $10)	0	0	0	0	0	0
Replacement Licenses (16 @ $1.00)	10	8	16	17	26	22
TOTAL	**3,399**	**3,175**	**2,755**	**3,293**	**2,986**	**3,073**

* The Select Board voted to increase the dog license fees effective January 1, 2014. The new fee is reflected in all five fiscal years.

Fiscal Year Revenues Paid to Town Treasurer

Fiscal Year	2022	2021	2020	2019	2018
General Fees	$99,355.97	$96,933.05	$102,239.99	$119,895.75	$115,000.70
Liquor Licenses	0	$53,121.00	$106,569.61	$94,785.10	$96,376.07
Other Licenses	$19,116.00	$24,842.50	$19,554.00	$25,917.00	$27,654.00
Dog Licenses	$70,040.00	$65,756.00	$55,933.00	$55,915.00	$60,390.00
Sub Total	$188,511.97	$237,652.55	$284,296.60	$307,512.858	$299,431.77
Accrued Interest	0	0	0	0	0
Public Record Request	0	0	0	0	0
TOTAL	**$188,511.97**	**$237,652.55**	**$284,296.60**	**$307,512.85**	**$299,431.77**

Under normal circumstances, the Town Clerk's Office, which is oriented to serving the public, is open daily from 8:30 A.M. - 5:00 P.M. Monday through Friday and prior to the Covid-19 pandemic from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. With the onset of the COVID-19 pandemic, town offices were closed to the public and eventually opened by appointment only. The Town Hall has returned to its 8:30 A.M. – 5:00 P.M. schedule. Please check with the Town Clerk's Office for special evening hours.

BOARD OF REGISTRARS
Ann M. Cosgrove, Chair
Katherine P. Jacques
Vacancy
Theodora K. Eaton

PURPOSE:

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Select Board for alternate three-year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each. Our long time Registrar, Mary J. McCarthy, retired on March 1, 2013 after more than 35 years of service as one of Needham's Registrars. Subsequently, the Select Board appointed two new Democratic Registrars - Ann M. Cosgrove. Ann has quickly become a welcomed member. The Select Board appointed Katherine P. Jacques as the second Democratic member of the Board of Registrars. Katherine is also a welcomed member.

Our second long time Registrar, Barbara B. Doyle, also retired and the Select Board appointed a new Republican Registrar - Elizabeth Nicole Kaponya who quickly was put to the test with multiple elections and the pandemic. Unfortunately, Elizabeth had to resign due to a legal conflict with serving as Chairman of the Needham Republican Town Committee. The Select Board will need to appoint a Republican Registrar to fill this vacancy.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents (the Annual Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

There have been no changes in the polling locations since August 6, 2020. The current polling places have been designated as follows:

Precinct A – Center at the Heights
Precinct B – Center at the Heights
Precinct C – Newman School Gymnasium
Precinct D – Newman School Gymnasium
Precinct E – Needham Golf Club, 49 Green
Precinct F – Rosemary Recreation Complex
Precinct G – Rosemary Recreation Complex
Precinct H – Needham Golf Club, 49 Green
Precinct I – Town Hall – Powers Hall
Precinct J – Town Hall – Powers Hall

FY2022 HIGHLIGHTS

In Fiscal Year 2022 the Board of Registrars conducted two elections – the Special Town Election on Tuesday, December 7, 2021, and the Annual Town Election on Tuesday, April 12, 2022. Both local elections had an extremely poor voter turnout. As the saying goes….. Government starts at the local level and stronger voter participation is encouraged. Make your voice heard!

Special Town Election ~ Tuesday, December 7, 2021 ~ 3,221 or 13.426% of 23,686 Registered Voters

Annual Town Election ~ Tuesday, April 12, 2022 ~ 5,879 or 11.77% of the 23,996 Registered Voters

The Annual Town Listing of Residents was conducted by mail again this year. Approximately 50% of the census forms were returned over a four-month period. We reviewed the addresses that had not responded and sent out follow-up requests. Once again, the Annual Census included a request for Veteran status. The dog license application was also included with instructions on how to license your dog on the new Online Pet Registration program. Unfortunately, the dog program vendor failed to fulfill his contract and we had to find a new vendor which took some time. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. It is very important to get a full and accurate count. To accomplish this, we need each household to send in their census forms. Hopefully the return will be greater in 2023.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residency were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 22,439 plus 1,542 inactive voters which equals 23,981 voters. The 2022 population for the Town of Needham includes 31,848 residents plus 1,542 inactive voters for total of 33,390. The registered voters were comprised of 7,946 Democrats, 2,111 Republicans, 13,750 Unenrolled, and 174 miscellaneous political designations.

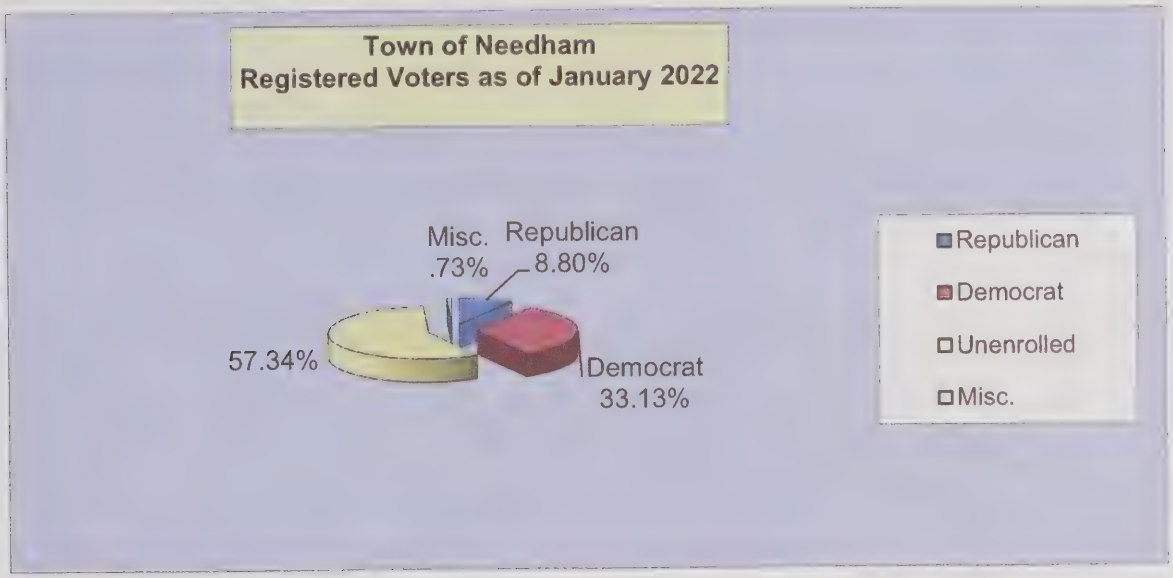
ANNUAL TOWN CENSUS POPULATION

ALL	VOTERS	+ INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	-----	28,568	
1991	18,284	-----	28,470	
1992	18,092	-----	28,134	
1993	18,504	-----	28,074	
1994	17,703	-----	28,384	
1995	18,212	-----	28,740	
1996	18,490	-----	29,156	
1997	19,306	-----	29,340	
1998	19,514	-----	29,925	

ALL	VOTERS	+ INACTIVE VOTERS	RESIDENTS	* ALL
1999	18,237	1,159	28,630	29,789
2000	18,271	1,358	28,860	30,218
2001	18,741	1,111	29,019	30,130
2002	18,555	1,372	29,237	30,609
2003	18,593	900	29,376	30,276
2004	18,437	1,474	29,107	30,581
2005	18,712	994	28,996	29,990
2006	18,396	1,209	29,078	30,288
2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956
2012	19,475	1,163	30,351	31,514
2013	20,340	579	30,720	31,299
2014	20,015	703	30,647	31,351
2015	20,008	933	30,513	31,446
2016	20,392	1,096	31,189	32,285
2017	20,939	900	32,333	33,233
2018	20,880	1,156	31,329	32,485
2019	21,493	1,196	31,599	32,795
2020	23,022	844	32,328	33,172
2021	23,919	1,163	31,736	32,899
2022	22,439	1,542	31,848	33,390

* Includes Inactive Voters beginning in fiscal year 1999

The 2020 Federal Census was conducted beginning in April 2020 and finalized in early 2022. With the completion of the 2020 Federal Census, all Town Meeting Members were required to run for election in the revised precincts in the April 12, 2022, Annual Town Election. Those Town Meeting members who received the top one-third votes received the three-year term. Those with the second one-third votes received the two-year term. And those with the last one-third votes received the ne-year term.



SELECT BOARD / OFFICE OF THE TOWN MANAGER

Select Board

Marianne B. Cooley, Chair, Marcus Nelson, Vice-Chair, Kevin Keane, Clerk (elected 2021), Matthew D. Borrelli, Heidi Frail (elected 2022), Daniel P. Matthews,(outgoing 2022), Lakshmi Balachandra, Clerk (outgoing 2021)

Office of the Town Manager Staff

Kate Fitzpatrick, Town Manager, Katie King, Assistant Town Manager/Operations, Cyndi Roy Gonzalez, Public Information Officer, Amy Haelsen, Economic Development Manager, Myles Tucker, Support Services Manager (2021), Kristin Scoble Department Specialist, Louise Kempt, Department Assistant

Human Resources Staff

Chuck Murphy Romboletti, Director of Human Resources (2021), Tatiana Swanson, Assistant Director of Human Resources (2021), Sybil Moore, Benefits Administrator (outgoing 2021), Justine Hunt Benefits Administrator (2022), Ellen Reulbach, Administrative Assistant

The Select Board consists of five individuals elected for staggered three-year terms and serves as one part of the Executive Branch of government of the Town, which it shares with other elected and appointed boards. The Select Board customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings during FY2022 continued to begin at 6:00 p.m. at Town Hall and via Zoom due to the COVID-19 pandemic, as authorized by an emergency order enacted by the Governor and later law passed by the General Court. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov.

The Select Board appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2022 in Review

Select Board Organization

In September 2021, Lakshmi Balachandra resigned her seat on the Select Board and her role as Clerk. Marcus Nelson was subsequently elected Clerk by his fellow Board members. To fill the seat vacated by Ms. Balachandra, the Board called a special election for December 7th, 2021, in which Kevin Keane was elected to serve the remainder of the term expiring in April 2024. Board member Dan Matthews chose not to pursue an additional term of office and Heidi Frail was elected to in the 2022 annual Town election. Following this election, the Board re-organized with Marianne Cooley as Chair, Marcus Nelson as Vice Chair, and Kevin Keane as Clerk.

Progress Toward Board Goals for the Community
The Select Board annually reviews its goals and objectives for the year. Progress toward community goals in FY2022 included the following:

- **Temporary Goal – Manage the Town's Response to the COVID-19 Pandemic**

Town staff continued working hand in hand with Federal, State, and local partners, as well as with Town departments (most notably Health and Human Services and Needham Public Schools) to coordinate the Town's actions related to COVID-19. Town staff and elected bodies coordinated the full reopening of Town Facilities and schools, all while dealing with the onset of the Omicron variant of the virus. The Town continued to leverage government and other aid to support government response and economic recovery in both the short- and long-term.

- **Foster a productive dialogue about racism in Needham and produce actionable strategies to ensure Needham is a welcoming and inclusive community, and that all residents of Needham are safe and free from racism, discrimination, and hate**

The Town continued holding Needham United Against Racism Initiative (NUARI) Working Group meetings, to include the establishment of two sub-groups to study education and practice. Town staff began diversity, equity, and inclusion with trained facilitators, and departments – to include public safety departments – continued to review processes and procedures to incorporate these concepts into practice.

- **Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.**

The Select Board advocated for funding the renovation the Emery Grover School Administration Building, which the 2022 Annual Town Meeting approved. Further, FY2022 saw the completion and dedication of Fire Station 2 and the new Public Safety Headquarters Building. The Board also continued to advocate for the prioritization of demolition of the Ridge Hill buildings, establishment of a DPW facility on Dedham Avenue, development of the greater Ridge Hill/Nike site, and progress towards a master school building plan as priorities for funding and monitoring.

- **Expand energy efficient and environmentally sound operations for the Town and its residents and businesses**

The Board established the Climate Action Plan Committee in October 2021 to study the path forward for the Town to establish a climate action plan. Through this committee and its immediate outputs, the Town began to take steps to evaluate the potential to participate in Municipal Aggregation for residential energy supply.

Future Initiatives

The Board began studying initiatives to include the funding for community art programming, establishment of a multi-model rail trail corridor between neighboring towns, actions relative to tree preservation, alternative transit options in Needham, and sidewalk plowing strategies.

Statistics

Activity	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15
Number of ATM Articles	41	8	33	52	53	65	52	50
Number of STM Articles	16	62	10	21	27	24	27	16
Number of SB Meetings	35	38	36	40	39	38	31	31
Number of New Appointments Processed	56	19	12	53	37	37	13	22
Number of Reappointments Processed	73	145	18	32	48	50	46	35
Number of Grant of Location Public Hearings	19	11	28	17	35	24	23	23
Number of Liquor Related Public Hearings	11	6	45	13	16	10	7	7
Number of Other Public Hearings Conducted	21	10	10	15	28	14	13	13
Number of Block Parties Granted	40	5	48	51	57	57	60	50
Number of Road Events Granted	20	6	14	13	13	17	7	16

Passports	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15
Number of Passports Accepted	361	116	176	237	239	228	205	247
Revenue - Execution Charges	$12,635	$4,060	$6,160	$8,295	$6,535	$5,700	$5,125	$6,175

Powers Hall Usage	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15
Total # Meetings/Events	81	5	83	92	123	107	95	65
Municipal Events	81	5	57	72	108	90	83	49
Public Events	0	0	16	20	15	17	12	16
Fees	$0	$0	$4,917	$9,032	$11,286	$9,179	$7,871	$11,814
*Powers Hall closed for public events from March 2020 through May 2022								

COMMISSIONERS OF TRUST FUNDS

Daniel Burns, Vice-Chairman (elected to serve April 2020 to April 2023)
Joseph P. Scalia, Chairman (elected to serve April 2022 to April 2025)
Heydon Traub, Secretary (elected to serve April 2021 to April 2024)

FY2022 in Review

The mission of the Commissioners of Trust Funds (COTF) is twofold: 1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to prudently grow those assets.

The Commissioners review the investment policy annually. This review resulted in the Needham COTF formally updating our investment policy for Trust Funds in 2009, 2011, and 2020, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities.

The COTF currently has oversight of 94 trusts. About 66% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About 15% of the assets in the overall Needham Trusts are for general use purposes of our town Library. The remaining 19% of trusts are for a wide variety of purposes, such as Parks and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and modest investment market gains, the Trusts have grown over the past ten years from a total of $5.2 million at the end of fiscal year 2012, to about $9.2 million at the end of fiscal 2022.

In complying with the various trust agreements, we emulate a time-honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 5%-7% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as $5,000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future

generations. The Commissioners are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.

The Commissioners also believe that the Trust Funds' investment strategy could be beneficial to other Needham organizations. For example, funds raised and held in low interest bank accounts, by private and non-profit town groups and organizations, with the approval of Town Meeting, could be moved to the Needham Trust Funds roster and thus take advantage of the lower management fees and investment diversification that the larger pool of assets allows. Please contact the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts. Your contributions are tax deductible.

DEPARTMENT OF FINANCE

David Davison, Assistant Town Manager/Director of Finance; Zhiwen Fung, Management Analyst; ***Accounting:*** *Michelle Vaillancourt, Town Accountant; Therese Holt, Assistant Town Accountant; Terry Caruso, Payroll Coordinator; Lisa McDonough, Administrative Analyst; Nikki Witham, Administrative Specialist (accounts payable);* ***Assessing:*** *vacant, Director of Assessing; Nancy Martin, Assistant Director of Assessing; Marie Northup, Field Assessor; Karen Rogers, Finance Assistant; Stanley Winston, Professional/Technical Support Specialist;* ***Information Technology Center:*** *Roger MacDonald, Director of Management Information Systems; Benjamin Anderson, GIS/Database Administrator; Matthew Tocchio, Network Manager; Terry Wolfson, Applications Administrator; Dennis Mulligan, Technology Support Technician; vacant, Computer Operator;* ***Office of the Parking Clerk:*** *John Kraemer, Parking Clerk;* ***Procurement:*** *vacant, Finance and Procurement Coordinator;* ***Treasurer/Collector:*** *Evelyn Poness, Town Treasurer and Tax Collector; Diane Ryan, Assistant Treasurer/Collector; Kristin Bent, Office Assistant; Christine Collins, Finance Assistant; vacant, Finance Assistant; Kyle Fraine, Office Assistant.*

Department Description

The Department of Finance includes the operations of the Assistant Town Manager/Director of Finance, Accounting, Assessing, Information Technology, Parking Clerk, Procurement, and the Treasurer/Collector. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Select Board, Finance Committee, and other interested parties on the Town's financial condition. Services provided include but are not limited to the preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act and hears appeals on and enforces the collection of parking fines. The Department also provides and supports system-wide applications and the Town's computer network. The Information Technology Center (ITC) also supports and hosts a number of specific software applications for various functions of municipal government.

The Department is responsible for complying with myriad municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State government. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including the $200 million general fund budget, $24 million in special revenue, $14 million in enterprise funds (water and wastewater), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes payroll including all monthly, quarterly, and annual reports for Town and School employees. On a weekly basis, the Department processes hundreds of invoices for payment to vendors, and for services and supplies procured by Town departments.

Personnel Changes

FY2022 was another year that foretold major changes ahead. Long-time Treasurer/Collector, Evelyn Poness announced that she would be retiring from her position that she has held since 1987. Evelyn has had a long career with Needham, starting work with Needham Contributory Retirement, then the Finance Department, then onto her hire as the Treasurer/Collector. Evelyn was the first women appointed to hold this position. The Treasurer/Collector's office also saw the departure of Jill Seaman in October 2021 and Vicki Cyriac in February 2022, both left for opportunities outside of the Town. Kristin Bent, who has worked for the Treasurer/Collector's office since July 2006, was notified that she was selected to become the new water and sewer billing person for the Department of Public Works starting in July 2022. This was a promotional opportunity for Ms. Bent. In August 2021, Hoyt "Chip" Davis, who had provided notice of his pending retirement last year, did retired. However, Chip agreed to stay on in a part-time capacity to assist with transition and to ensure the Town's annual filing with the Department of Revenue went forward. In October 2021, Dennis Mulligan was hired for the Technology Support Technician position which was vacated last year. In January 2022, Christine Collins and Kyle Fraine were hired and joined the Treasurer/Collector's office; Ms. Collins was hired into the Finance Assistant position, and Mr. Fraine was hired into the Office Assistant position. The Department also welcome back a former retired member of the Assessing Office, Stanley Winston, who took on the part-time position of Professional/Technical Support Specialist which helped the Department to keep current on data collection and review. We welcome Christine Collins, Kyle Fraine, and Dennis Mulligan to the Finance Department, congratulate Kristin Bent on her promotion, thank Chip Davis and Stanley Winston for coming back to support the Assessing Office, and wish Evelyn Poness, Vicki Cyriac, and Jill Seaman well with their future endeavors.

FY2022 Highlights

The economy improved even quicker than anticipated as COVID restrictions were lifted, many who were vaccinated or confident in their perception of self-immunity returned to the workplaces, restaurants, traveling, attending public events, and with some regulatory and self-selected lifestyle changes contributed to the recovery. The Town's local receipts much improved over FY2021 and many were comparable to pre-COVID activity, property tax collections remained strong. Some local receipts such as food and leisure related (meals and room excise) were up significantly- 120% over FY2021, a sign that indeed public is resuming life after COVID or perhaps in spite of COVID. Most of the Town's governmental operations were operating at capacity. All the schools were open for in person teaching. However, turnover and the filling of vacant positions has been a challenge and was a primary reason not all services were accessible, and may portend what the next couple of years may be. The cost of providing basic services continued to increase, limitations on the availability of goods and supplies was a common refrain from vendors, pressures on wages grew, and concerns with inflation persisted.

During FY2022, the Town realized revenue in excess of budget of $7.9 million and realized budget returns of $7.7 million. General Fund revenue in excess of budget was $4 million higher than FY2021. The $7.7 million budget return was higher than the FY2021 return of approximately $6.2 million. General Fund revenue in excess of budget was higher primarily due to increased business

activity and the cautionary approach taken with revenue estimates for the fiscal year in recognition that concerns about COVID could slow the recovery. The budget return was also higher than the prior year by $1.5 million. Most of the increase was the result of a higher budget return of more than $2 million from Needham Public Schools. The School Department budget return represented 2.4% of its final budget ($83,653,397). The return was approximately one million more than the return for FY2021 ($1,084,860). The budget return for FY2022 was 3.9% of budget which compares to a return of 3.3% for FY2021.

Motor vehicle excise tax revenue was up 13.8% from prior year's actual receipts ($5,837,070 for FY2022 vs $5,129,306 for FY2021) and was higher than the actual receipts for FY2020 ($5,679,213) but was lower than the actual receipts for FY2019 ($6,138,951). The margin between budgeted and actual revenue was the highest it has been in many years, which was due to a combination of lowering the budget estimate out of concern that COVID would reduce demand for vehicles and the fact that demand did not decrease, but rather increased. There also has been an increase in the purchase/lease of hybrid and electric vehicles which have a higher cost which generates more excise revenue. The actual receipts for FY2022 were $1.84 million over budget, which compares to $0.13 million for FY2021. The actual receipts for FY2020 were $0.48 million over budget and the FY2019 spread was $1.24 million.

Revenue generated from other taxes, penalties, and payments in lieu of tax (PILOT) was approximately $1.2 million over the budget for FY2022 which compares to $0.54 million over the budget for FY2021. The increase in revenue resulted from a stronger economy; meal and room excise revenue were higher with increased restaurant activity and increased hotel occupancy. Notable was the hotel room excise revenue, for FY2021 it was $313,986 and FY2022 it was $914,419, a threefold increase. However, the room excise for FY2022 was lower than the $1,185,706 received during FY2020. The meals excise revenue for FY2022 was $501,341 compared to $329,495 for FY2021, and the $499,167 received for FY2020. The combination of the room and meals excise produced $1,415,760 in receipts, an increase of 120% over the FY2021 total of $643,481. Actual receipts from penalties ($515,391) and PILOT ($147,913) were also higher but comparable to FY2021 respectively $499,343 and $139,204, together a 3.9% increase.

Total permit income for FY2022 was $2,771,497 compared to $2,068,299 for FY2021 and $2,381,660 for FY2020. Construction activity in Needham has remained solid during the course of COVID-related restrictions, and had yet to slow by the end of the fiscal year. Revenue was 34% higher than FY2021 and compared to FY2020 was 16% higher.

Overall total actual General Fund revenue for FY2022 ($200,435,775) was $10,584,396 more than the total for FY2021 ($189,851,379). The increase was due to the growth in property taxes with $8.76 million more collected during FY2022. The increase resulted from the high New Growth tax revenue, and collections on unpaid taxes outstanding from the prior fiscal years. The total for excluded debt, which is added to the tax levy, for projects previously approved by the voters of Needham declined for the first time in five years. The total General Fund revenue surplus for FY2022 was $7,867,639 which was more ($4,004,823) than the $3,862,816 surplus for FY2021.

The combination of motor vehicle excise revenue permit and license revenue, and other local tax receipts contributed approximately 52.8% of the total General Fund surplus for FY2022, up from the 24.3% that these sources comprised in FY2021, and the 32.6% in FY2020.

The General Fund appropriated operating budget, excluding county and state assessments and other amounts to be provided, accounting for most of the expenditures, returned $7,658,330 or approximately 3.9% of the operating budget appropriation; the return for FY2021 was $6,199,880 or approximately 3.3% of the appropriation for that year.

Needham Public Schools returned $2,045,756, which compares to $1,084,860 returned for FY2021. The school budget, inclusive of a $50,000 reserve fund transfer, for FY2022 was $83,653,397. The budget return represents just 2.4% of the budget, but accounts for 26.7% of the total General Fund budget return. The School Department received extra funding from the State for residual costs related to COVID and special education spending. The school department also had a number of vacancies during the year which resulted in a larger budget return than usual.

The second highest dollar turnback was from the Group Health Insurance, Employee Benefits & Administrative budget in the amount of $1,684,205, which was 10.2% of the budget. The return represents 22.0% of the total operating budget return for the year. The return resulted because the number of active health plans were down, due to the number of vacancies in the school and town departments, more employees than anticipated remain in high deductible health plans, and health insurance premium increases were less than forecasted.

The budgetary reserve fund (reserve fund) returned $1,304,254 which represents 17.0% of the total General Fund operating budget return for FY2022. The reserve fund budget amount returned was less than FY2021 reserve fund budget return ($1,685,981), which was 27.2% of the total return in that year. The $1,304,254 return of the reserve fund budget represents approximately 63% of the original voted reserve fund budget of $2,077,091. There were four draws on the reserve fund during FY2022. The first was $50,000 to the school department for additional services requested of the consultant hired to for a feasibility study on construction options. The second transfer was for $17,720 to the Town Clerk budget to defray expenses incurred for a special election held to fill a select board vacancy. The third transfer was for $370,000 to the fire department for higher shift coverage costs. The fourth was the transfer to cover snow and ice removal expenses above the base budget. The base budget for snow and ice removal was $428,850 which was supplemented by a $335,117 transfer from the reserve fund for a total available budget of $763,967 to cover expenses. The actual expense for the year was $727,028. The Town usually incurs expenses for snow and ice removal that exceed the annual budgeted amount, and the overage is covered by a transfer from the reserve fund. The snow and ice removal expense for FY2021 was $800,711, and the expense for FY2020 was $405,172. It was a mild winter season during FY2020 and was the first year since FY2012 that the total expense was less than budgeted and did not require a reserve fund transfer.

The Police Department had the fourth highest budget turnback returning $679,269 or 8.7% of its budget which compares to $790,732 or 10.2% of its FY2021 budget. Approximately 92% of the

turn back ($626,921) was from salary and wages. The department continued to experience an ongoing higher vacancy rate as positions have turned over more often during the last few years. The challenges to filling the positions include a logjam with the civil service system, the difficulty to recruiting and retaining officers because of increased sense of public negativity towards the police profession nationally, and the lead time required for officers to be trained and certified. The operating expense line returned $41,049 of which most was also attributed to the vacancies so fewer uniforms and other personal equipment for the officers had to be purchased. The balance ($11,299) was from operating capital line. The department budget turnback represented approximately 8.9% of the total General Fund budget return.

The fifth highest budget dollar return came from the Department of Public Works, with a return of $577,929 or 3.2% of the FY2022 budget. This compares to the $138,208 returned from the fiscal 2021 budget, or 0.8% of the budget. The salary and wage expense line returned $320,896 or approximately 56% of the total return. The combination of the expense and operating capital budget returned $220,094 (38% of the total), and the balance of $36,939 was from the snow and ice expense line which was not needed for those expenses. The total return from DPW represents 7.5% of the total operating budget return for the year

The other twenty-four (24) townwide expense and departmental budgets returned in total $1,366,917 or 2.0% of their combined amended budgets for the year. However, the Needham Electric, Light & Gas Program budget ran a deficit ($95,149) because of the increased energy cost, and additional power consumption to run air handling equipment more often in the public buildings to satisfy the COVID mitigation recommendations for public schools. Excluding the deficit, the budget return would have been $1,462,066 or 2.1% of the related budgets. The same twenty-four budgets last year returned $2,296,923 or 3.4% of their combined amended budgets for the year.

The total General Fund balance for FY2022 was higher than FY2021. Fund balance was $56.3 million for fiscal 2022 compared to $52.4 million for fiscal 2021, a 7.4% change. The unassigned portion of the General Fund increased from the prior fiscal year with a balance of $29.4 million for FY2022 compared to $28.1 million for FY2021. Starting with the FY2021 report, the unassigned portion includes the general stabilization fund ($4,550,111). The State certified $16,952,126 available as Free Cash for FY2022 of which the Town appropriated $14,644,455 of that amount. Free Cash is the portion of the unassigned General Fund balance that the Massachusetts Department of Revenue will allow the Town to appropriate. The Free Cash certified for the prior year was $16,665,406.

The Town allocated $10,475,329 of the Free Cash for capital equipment and projects for FY2023. The Free Cash appropriated for capital included $4,001,000 for public roads and related infrastructure improvements, $817,750 for design and engineering services for new roof top units at the Broadmeadow and Eliot schools, $763,015 for improvement to the locker rooms at the Pollard Middle School, $275,000 for heating repairs and upgrades at the Hillside building, $47,500 for the site improvements at the Town's Recycling and Transfer Station property, and $27,000 for design work to install a permanent generator at the Center at the Heights (senior center). The Town also

appropriated $2,250,000 of the Free Cash towards the Emery Grover renovation and addition project. The project funding came from various sources, in addition to the Free Cash, $1,000,000 was from Overlay Surplus, $2,000,000 was from CPA Free Cash, and the balance ($14,150,000) is from debt financing supported by the General Fund ($10.15 million) and the CPA Fund ($4 million) for a total appropriation of $19,400,000.

Free Cash was also used to fund capital equipment which included $1,124,335 in core fleet and special equipment, $515,275 in cash capital equipment, furnishings and technology for the Needham Public Schools, and $135,000 to the purchase of "Bigbelly" trash receptables which will be placed as designated high use areas in town. Funding of $53,174 was provided for fire personal protective wear gear, and $25,000 for replacement of office furniture at the various town offices. The Town also appropriated funds for technology related systems and equipment, including $120,000 to update the Town's Geographic Information System, $50,000 for public safety mobile devices, $50,000 for public works mobile devices, and $26,280 for the Needham Public Library.

The balance of $195,000 of Free Cash for capital was appropriated for three studies. A space utilization study of the senior center was approved for $75,000, a library space planning study for $60,000, and $60,000 for a feasibility study for the public works facilities were approved as well.

The Town also allocated $3,625,000 of Free Cash to the FY2023 operating budget. The Town's use of Free Cash for funding the subsequent fiscal year operating budget (FY2023) was in line with management's guidance of not more than two percent of the previous year's (FY2021) final budget (excluding the budgetary reserve fund) or the actual turn back, whichever is less. Two percent of the FY2021 operating budget excluding the budgetary reserve fund was $3,763,414; the related budgetary return was $4,787,338, which was less than the prior year turnback of $5,783,282. An additional $12,000 was appropriated for unpaid bills of the previous year. The amount of Free Cash appropriated for budget related purposes was $3,637,000.

The Town appropriated $50,000 to fund a grant program for low-cost repair projects that would allow citizens to continue living in their homes. Free Cash was also used to fund the Town's workers' compensation reserve pool in the amount of $130,000, and $300,000 was appropriated to the newly authorized public safety employee injured on duty fund. The $2,307,671 balance in Free Cash was closed out at year end to fund balance. Management continues to recommend that the Free Cash certified be directed to cash capital investment, formal reserves, and other non-recurring expenses and that a limited amount be used for ongoing operating budget expenses. The Select Board has endorsed this best practice.

The Town approved several capital projects to be funded in part or fully by debt. At the May 2021 Annual Town Meeting debt authorizations for the Public Safety building projects, sewer system improvements, and water main replacements were approved. The PPBC identified additional costs for the public safety building projects related to safety measures put into place to prevent the spread of COVID at the constructions site, and removal of contaminated soil to meet current environmental standards and regulations. Soil contamination was found at Fire Station 2 while excavating

foundations. The supplemental appropriation was $1,400,000. Town Meeting approved a $363,000 debt authorization for the rehabilitation and replacement of a sewer interceptor located near Greendale Avenue/Cheney Street area. to Great Plain Avenue. The Water and Sewer Department has been replacing lead lined water service connections across town with new pipes for several years, which Town Meeting authorized another $1,000,000 to be financed by debt for this purpose. At the October 2021 Special Town Meeting, a $1,475,000 debt authorization was approved to fund design and engineering services for the renovation and reconstruction of the Emery Grover Building which houses the Needham Public Schools administrative offices. As previously noted, the Town also approved the funding for the reconstruction and addition of the Emery Grover Building at the May 2022 Annual Town Meeting in the amount of $19,400,000 of which $14,150,000 was fund debt financing. The construction project is likely to take up to 24 months to complete. The school administrative staff will be housed at the Hillside building during construction.

Submitted as part of the Annual Town Report and can be found in the appendices are the following FY2022 reports:

1. Chart of Actual Expenditure (Uses) and Actual Revenue (Sources)
2. General Fund Balance Sheet
3. Total Governmental Funds Combined Balance Sheet
4. Total Governmental Funds Revenues, Expenditures, and Changes in Fund Balances
5. Statement of Net Position for Sewer and Water Enterprise Funds
6. Statement of Revenues, Expenses and Changes in Net Position for Sewer and Water Enterprise Funds
7. Statement of Cash Flows for Sewer and Water Enterprise Funds
8. Reconciliation of Operating Income to Net Cash Provided by Operating Activities for Sewer and Water Enterprise Funds
9. Schedule of Trust Funds
10. Statement of Budget Appropriations and Expenditures
    a. General Fund
    b. Sewer Enterprise Fund
    c. Water Enterprise Fund
    d. Community Preservation Administrative Budget
11. Tax Rate Recapitulation as Approved by the Department of Revenue for FY2022

Below are the individual statements by the different divisions within the Finance Department. Finally, if you have any questions or concerns, please do not hesitate to make contact. Members of the Department of Finance strive to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties. You may also find more financial information from the Town's web page www.needhamma.gov/finance.

Accounting Office

The primary responsibilities of the accounting office are to manage the Town's accounting records to ensure conformity with Generally Accepted Accounting Principles (GAAP), following the

Uniform Massachusetts Accounting System (UMAS) and to issue accurate and timely reports that comply with State laws and regulations. The accounting office is responsible for posting all revenue received to the General Ledger and performing outside departmental audits and reconciliations needed for the annual independent audit. The office staff processes the weekly warrant to pay employees and vendors. The staff also prepares and files the quarterly tax return filing of withholdings (Form 941), annual W-2 and 1099 tax statements to employees and vendors, balance sheet and filing for Free Cash certification, and revenue and expenditure reports to the Department of Revenue. All those reports have stringent deadlines.

Assessing Office

The office is responsible for the administration of a wide range of state laws pertaining to ad valorem taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information related to all residential, commercial/industrial, and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings, and receipt of warrants from the county and the state funding requirements, the financial information is processed in preparation for the setting of the tax rate by the Select Board and the Board of Assessors at the annual tax classification public hearing. The office staff also reviews and commits thousands of auto excise bills in addition to processing applications for excise and real estate property tax abatements, statutory exemption requests, and daily information requests from internal and external sources.

The office staff did a stellar job of filling the "vacuum" that was created by the retirement of the Director of Assessing, as the position remained vacant through the end of the fiscal year. The FY2022 actual bills were issued on time as the annual tax rate certification by Department of Revenue went smoothly.

Further relaxation of the COVID restrictions brought about a more "normal" working environment in the Assessor's Office this past year. The staff was well along in the process of getting acclimated to the new assessment software when remote shifts were initiated; being back in the office has enabled everyone to get back into the "community learning experience" in working with the Tyler IAS CAMA package. Staff members being able to ask a co-worker one cube over, as opposed to emailing a question and awaiting a response, is a lot more conducive to a shorter learning curve. One issue that arose is the fact that the application support person from the Massachusetts Information Technology retired after an extended leave, requiring us to be reliant on Tyler Support staff, who can be slower to respond to issues that arise.

The commercial sales market, basically dormant throughout the pandemic, as evidenced by the minimum number of commercial sales that took place, was static again during FY2022. The residential side of the ledger was dramatically different during 2021/22. The number of sales is on track to exceed the prior year, while the sales prices increased by nearly 12% year over year. In prior years, a sale price of $2,000,000 would cause a ripple throughout the office. During 2021/22

there were several weeks where they outnumbered the $1,000,000 sales. Sales of less than seven figures were invariably land or condominium sales that year.

We continued with aspects of the COVID inspection strategy developed previously, for gathering sales information since onsite visiting opportunities were limited. The accuracy of the data on properties that changed hands during calendar 2021/22 is essential to the statical analysis that is submitted to the Department of Revenue annually. The staff, both on site and working remotely, used publicly available information, in addition to close scrutiny of building permits records, to account for improvements that might warrant an increase or decrease in the current assessed value as it relates to the 2021 sale price.

The collection of building permit information for the calculation of the very important property tax New Growth value for the Department of Revenue, while still somewhat limited by the inability to conduct as many in person, onsite inspections as we would have liked, went very well. The expanded use of the vendor hired last year to conduct "no touch" measurements of new construction and addition projects, was enhanced significantly over last year. Previously, the vendor had collected the data and turned it over to our staff for entry into the Tyler IAS CAMA system. To their credit, and at no extra expense to the Town, the vendor refined their ability to enter a large portion of the collected data directly into the Town's system. This allowed our staff to concentrate on collecting detailed interior listing information through some onsite inspections. Where interior inspections were not practical, the Building Department's vastly improved Open.Gov website was able to provide far more detailed information on the interior makeup of projects in progress than the previous application employed. Open sources such as MLS listings were also utilized.

The effects of the pandemic semi-shutdown on some commercial properties appeared not to have been overly severe, at least as far as calendar year 2021 was concerned. Some property owners continued to report "COVID Concessions" in their annual Income and Expense filings, but most reported rent collections that were in line with the leases that they had in place. Whether some tenants will suffer long term downturns that will cause them to be unable to meet their obligations to the landlords going forward remains to be seen. The possibility also remains that tenants may require less office space after experiencing the practicality of a semi-remote workforce.

Information Technology Center (ITC)

Along with the Director, MIS the division a Network Manager who coordinates network engineering, security, and appliance support across multiple buildings and departments, including Public Safety, often requiring 24x7 support. The Applications Administrator supports enterprise applications, such as the General Ledger and the current revenue and miscellaneous billing application. The application administrator position also supports the Town's web site, online permitting, as well as assisting departments in selection and implementation of department specific applications. An additional Application Administrator position was funded at the 2022 Annual Town Meeting for FY2023 to assist with the implementation of the newly procured billing applications. The application administrators, in conjunction with the Technology Support Technician, allow for a more effective response to user requests for computer and peripheral

assistance. The technology support technician position is also responsible for the day-to-day support, imaging, and distribution of desktops, laptops, network and desktop peripherals, and cell phones. The position also works with departments to understand departmental technology needs and convey those desires to the Director. The technology support technician is also involved in helping with some elements of desktop security and VPN support. The Geographic Information Systems (GIS) Administrator continues to work with multiple departments assisting in analytical, mapping, and asset inventory projects as well as preparing infrastructure updates, flight imagery, geospatial data collection, and support of the Town's online GIS presence.

Throughout the year the ITC has continued its support of technology hardware, software, services, and systems for Town Departments including both the Police and Fire Departments. With the Public Safety buildings coming fully online over the past year there was a significant increase in the number of users added, all in the effort to increase communication and the opportunity for education within the buildings. This along with general year-over-year increases in the number of Information Technology Users (ITU) throughout the Town has increased the daily demand for services from the ITC staff. This growth has put continued pressure on the staff because of the number of ITUs and Town buildings supported. As in previous years, some of the pressure on the ITC includes the desire by departments for a greater mobile presence for workers out in the field as well as 24x7 access to Town systems, applications, and networks. Aside from public safety personnel using mobile devices in their vehicles, departments like the Public Works Water, Sewer, and Drains divisions, and the Building Maintenance division, have procured software asset and inventory management tools which have been used to success out in the field. ITC supports and recommends that all departments look at their processes to determine if they can be updated to online application with the idea to make work more efficient as well as to help maintain the retention of data and information that is often lost when long term employed staff leave or retire.

The ITC, through projects overseen by the Network Manager, has worked to bolster the Town security at multiple levels. At the highest level, the ITC has engaged in a cloud-based process and application to manage and filter data, emails, and web traffic prior to accessing our network. The ITC also manages and monitors data as it is accessing the network and web traffic to determine the validity of web sites. Also, part of the continued plan is the implementation during FY2023 of two factors of authentication at multiple levels of access. The most basic level of protection is employee training which has happened over multiple years with support from the Executive Office of Technology Services and Security (EOTSS) through their Cybersecurity Awareness Grant Program. This most recent training, which went from January 2022 through May 2022, involved two assignments with multiple modules that were to be completed by the staff as well as four rounds of phishing email challenges. The ITC also initiated and began the implementation of a multi-layered system of security. As back of the backup of data the ITC also generates multiple snap shots of data throughout the day and stores these snap shots both locally and remotely. The last level of security has been the ongoing removal of Microsoft Windows 7 operating system desktops and laptops, which involves the Technology Support Technician. There are a handful of devices with the Windows 7 operating system still in operation mainly because of timing the removal and replacement process within the daily work requests.

The ITC has continued to support the online permitting application Viewpoint Cloud. Initially kicked off in March of 2020, the available permits have grown from a handful of the most used permits to over forty. The Applications Administrator worked on and developed online permits not only for the Building Department but also the Department of Public Works, the Health Department, and the Office of the Town Manager. The next steps include the expansion of the online permitting process with the Planning and Community Development Office. Since its inception, over 9,500 online permits have been completed with over 3,900 currently active. The Application Administrator also worked with the Department of Public Works on database development for a time clock system. The General Ledger was transitioned to an online presence which required a significant amount of time from the Application Administrator during the last few months of FY2022. This transition included a new Employee Portal as well as an option for a Retiree Access portal which allows former employees access to prior records. Because of the GIS Administrator's effort and work with the Massachusetts Department of Revenue, MassIT, and Tyler Technologies during FY2022 they were able to assist the Town Assessor's effort to get the parcel buffer tool working for mailing/abutters lists in the new property record card application. This effort also helped with 911 accuracy which is directly tied to 911 grant monies from the State and distributed to the Police Department. The assessor's data and abutters list are run through the Massachusetts Department of Revenue supported Tyler Technology's online assessing application IAS and can be found on the Assessor's web page on the Town web site.

Office of the Parking Clerk

The on-street and municipal parking lots within the Town are administered through several different Town departments. The Police Department conducts enforcement activities in response to the needs of the community. The Highway Department performs the installation of signs, meters, repairs, and maintains both equipment and parking lots. Within the Treasurer/Collector's office, the Finance Department is responsible for the collection of fines and penalties, and the resolution of parking appeals through the Office of the Parking Clerk.

The Parking Clerk holds office hours to hear appeals. Requests for appeals are accepted in person, by mail, and online. Ongoing contact is maintained between all Town departments involved in parking activities, and a fair and impartial process for investigative and resolving disputes is in place. Inspections of existing parking meters are conducted and meters needing repairs are reported to the Department of Public Works Highway Division which responds with the necessary repairs.

	FY2020	FY2021	FY2022
Parking Tickets	8,596	1,457	4,095
Appeals	751	225	312
Appeal %	8.7%	15.4%	7.6%

During FY2021 the COVID-19 related restrictions and social distancing practices, many businesses and offices had reduced hours of operation or were closed to the public entirely, parking enforcement was scaled back. Enforcement of handicapped and safety violations (e.g., parking in front of a fire hydrant or on a crosswalk) did continue But as FY2022 progressed and people returned to the shops and businesses, regular monitoring of parking compliance became necessary. The number of issued violations increased from 1,457 to 4,095, 181% increased, but much less than FY2020. COVID-19 restrictions began in mid-March 2020 (last quarter of FY2020) and were in place most all of FY2021, and began to be eased during FY2022.

Procurement

The procurement division oversees the purchase of materials, supplies, and services by Town Departments to ensure compliance with state laws and local regulations. Towards this end, the division strives to safeguard taxpayer dollars by obtaining the most advantageous value and promoting a fair competitive process that is transparent and open. The division reviews purchase order requests to ensure the required documentation is provided. Procurement provides guidance and training in matters related to procurement compliance. For procurements that necessitate the use of a sealed bid process, the department is involved with all aspects of the solicitation, from specification drafting and legal advertising, to bid evaluation and contract execution to ensure a successful completion. The division prepares service agreements for departments without dedicated personnel for procurement and reviews and executes agreements submitted by the other departments. The Finance and Procurement Coordinator position, which provides day-to-day assistance to Town departments and monitors procurement activity, was vacant for the entire year. Those responsibilities were done by the Assistant Town Manager/Director of Finance.

Activity	FY2020	FY2021	FY2022
Requisitions Reviewed	2,166	2,230	2,295
Contracts Reviewed	308	352	316

Treasurer/Collector

The Town of Needham Treasurer Collector's office has a staff of four. The Treasurer/ Collector is charged with providing sufficient funds to meet Town expenditures and issue all debt as authorized approved by the Select Board. To facilitate this the Collector bills and collects all real estate and personal property taxes, water and sewer use charges, and many other departmental receivables, such as fire and police details and transfer station fees. It is incumbent upon the Collector to make sure all billing is done timely and accurately. The Collector Maintains a record of all accounts and pursues any that become delinquent utilizing all statutory methods to assure collections.

The office receives and invests all Town revenues including various grants, awards, and state aid. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to ensure the

timely paying of all expenditures including payroll, accounts payable and debt service. Balances in excess of expenditures must be invested in a prudent manner in accordance with state statutes. Due to the volatility in the open market even the most conservative investments have limited options.

The Treasurer is custodian of and serves as administrator to the Trust Fund Commissioners. Elected by the residents of the town, the three-member board oversees the investment and disbursement of approximately 90 trust funds valuing approximately $9.0 million.

The impact of COVID was still being felt during FY2022. Three of the four staff either retired or resigned for various reasons, leaving the office with just one experienced staff person. The office was able to fill two of the three positions fairly quickly and although workflow was disrupted significantly, we were able to maintain the timely billing and collection processes and meet all statutory deadlines.

Real Estate Tax Collections	$160.2 million
Motor Vehicle & Other Excise	$ 5.9 million
Personal Property Tax Collection	$ 10.3 million
CPA Surcharges	$ 2.9 million
Other Billed Revenue	$ 1.9 million
Ambulance Receipts	$ 1.2 million

During FY2022, the Treasurer/Collector office issued, 41,581 real estate tax bills including approximately 250 demand bills; 2,434 personal property tax bills; 29,695 motor vehicle excise bills and in conjunctions with the Water and Sewer Department issued 43,374 utility bills.

During FY2022, the Treasurer worked with the Planning and Development Department and the Conservation Commission to expand the use of the new online permitting software by securing a third-party payment processor. This provides residents with the ability to apply for and obtain permits online with the goal of making it an easier and more efficient way to apply and pay for a permit.

The Treasurer assisted with finalizing the implementation of the updated PC Scale software for the Recycling and Transfer Station (RTS) which allows for a more streamline billing and collection process at the RTS and the Treasurer's office.

The Treasurer assisted with finalizing the implementation of new registration software, MyRec at the Park and Recreation Department. The application will also be utilized by the Aging Services and the Youth and Family Services divisions.

The Treasurer also worked with the Health Department to make available online access to donate to various gift funds such as the Gift of Warmth, the Domestic Action Fund and in FY2022 the Youth and Family Services crisis fund.

The Town established the Elderly and Disabled Taxation Fund at the November 12, 2003, Special Town Meeting, authorized under Chapter 166 of the Acts of 1998. This allows the Tax Collector to include an insert with the bills so residents and taxpayers may make voluntary contributions to the fund. The awards from the fund are overseen by a five-member Elderly and Disabled Taxation Aid Committee. The committee consists of the Town Treasurer, a representative for the Board of Assessors, and three citizens appointed by the Select Board. To date, the Committee has awarded 577 grants for a total of $258,750. In FY2022, donations to the fund were 16,235 The Town also established a local match program, the Property Tax Assistance fund, approved at the 2009 Annual Town Meeting, to which funds are appropriated by Town Meeting for the purpose of providing additional tax assistance and to encourage donations to the Elderly and Disabled Taxation Fund. A similarly structured committee administers this program. Since its inception the Property Tax Assistance committee has awarded 316 grants for a total of $332,632. In FY2022, we saw an increase in applications to the funds and as a result we were able to provide 28 Needham Households with an average of $2,824 towards their real estate property taxes as compared to 18 awards for FY2021.

The Town also offers a Property Tax work off program whereby a resident can work for the Town, and the compensation earned is applied as a credit to their real estate taxes up to $1,000, depending on the number of hours worked. Although the pandemic limited the availability of hours, volunteers did assist with the delivery of fruits and vegetables to seniors. At the 2014 Annual Town Meeting, the body voted to establish the Veteran's Property Tax Program which will be similar to the Property Tax Work off program but is for eligible veterans.

The impact of the pandemic had a lingering effect in every area of the Treasurer's Department from interest rates to the ability to borrow. General Fund interest income decreased from $228,969 received during FY2021 to $174,739 during FY2022. The safety of Town funds is of utmost importance. To further protect public funds, the Town continues to require that Town deposits be collateralized, if the funds are not covered by insurance. Leaving nothing to chance and to protect the Town funds even further, the Town placed certain accounts in a "credit only" (incoming funds only) status. This provides an additional layer of protection against fraudulent transactions. To protect against bank failures, rating agency reports are regularly reviewed and, although collateralization is required for funds held in any one financial institution for more than 30 days, funds that are held by institutions with less favorable ratings are monitored more carefully. Funds must be available to meet all expenditures including payroll and debt service, which dictates the amount of cash that must remain available on a weekly basis. Town funds are invested in accordance with state statute.

The Treasurer's office collaborates with a third-party provider to offer electronic payment options to the Town's vendors. The goal is to eliminate the many expense checks processed and sent to

vendors. This has cut down on the printing, mailing, and stuffing of many expense checks. Once it is fully marketed, it will reduce the postage costs associated with the mailing and the staff time involved with these processes. With less staff working in the office this has provided a definite benefit due to the reduced number of checks that need to be processed.

During FY2022, the Treasurer issued Bond Anticipation Notes for $2,761,000 and $10,850,000 in bonds which included a premium of $1,553,239.75 exclusive of the underwriter's discount of $12,704.35. Due to a change in legislation, premiums may now be used to offset actual project costs in addition to costs associated with the issuance of debt. Because of this change, we were able to use $735,000 of the premium to reduce the amount of principal borrowed. This not only reduced the amount that is borrowed, but also reduced the amount of debt service to be paid on exempt debt by Needham Taxpayers.

During FY2022, the Town issued a Request for Proposal for a new billing and collection software program. The Treasurer/Collector was heavily involved in the review and selection of a new provider. The implementation process will start in FY2023. All billed receipts once received, reviewed, and reconciled as well as non-billed revenue such as state aid, grants and miscellaneous fines and fees are turned over to the Treasurer. These receipts must be tracked and accounted for and each taxpayer's account whether real estate tax, water and sewer usage charges, motor vehicle excise, general billing or personal property tax must be updated and maintained. The new software must be able to accommodate all of the Town's needs.

FINANCE COMMITTEE

Members

Joshua Levy, Chair, John Connelly, Vice Chair, Barry Coffman, James Healy, Tom Jacob, Richard Lunetta, Louise Miller, Richard Reilly, Carol Smith-Fachetti

Staff

Louise Mizgerd, Analyst

Mission

The Finance Committee has two primary responsibilities under town by-laws: to develop a balanced budget for the subsequent fiscal year to recommend to Town Meeting for its consideration and vote, and to make recommendations to Town Meeting on capital requests and any issues with financial implications. The Finance Committee executes these duties through open discussion and applying policies and principles of sound fiscal management. The Committee is mandated by state law to "consider any and all municipal questions for the purpose of making requests or recommendations to the town." Massachusetts General Laws, Chapter 39, Section 16. Members of the Finance Committee are appointed by the Town Meeting Moderator.

The Finance Committee works closely with the Town Manager, School Superintendent, Select Board and School Committee each year to recommend a balanced budget to Town Meeting that meets the changing operational needs of the Town while being fiscally prudent. In order to fulfill its duties of presenting a balanced budget and making capital spending recommendations to Town Meeting, the Finance Committee asks detailed questions of department managers and town administrators. Because requested expenditures often exceed projected revenue, these questions are critical to developing a balanced budget. The budget process includes meetings, site visits, research, and analysis by the Finance Committee on behalf of Town Meeting members and the citizens they represent. The Finance's Committee's duty to make recommendations on warrant articles with financial implications is met by meeting with proponents and interested parties to understand the effects of enacting the proposed article. The Finance Committee strives to ensure that Needham is financially secure, and that the Town can maintain its infrastructure and preserve the essential services which benefit its residents.

FY2022 Highlights
Capital Projects

- Emery Grover Building: The Finance Committee remained concerned about the costs of the proposed project to reconstruct the Emery Grover Building which houses School Administration. The Committee also felt that the Emery Grover project should not be prioritized ahead of having a financing plan in place that also accounts for the Mitchell and Pollard school building projects. Recognizing that the Emery Grover Building was beyond its useful life, the Finance Committee advocated for further exploration of immediate, lower cost alternatives including moving School Administration to the former Hillside School or securing a long-term lease for office space. In October 2021, the

Finance Committee supported funding design for the move of School Administration to Hillside, but did not yet support the design costs for the Emery Grover renovation.

- Parcel Acquisition: On December 1, 2021 the Finance Committee analyzed a new potential property acquisition that was being considered by the Select Board as a potential opportunity for additional conservation land or recreational open space. The Finance Committee was concerned about the cost (then estimated at $18M) and whether it was an appropriate use of limited funding.

- School Facilities Master Plan: The Finance Committee approved a reserve fund transfer of $50,000 to explore additional options after the initial report provided options that would exceed the Town's debt limits over several years. The Finance Committee continued to advocate in favor of full consideration of the needs balanced against the cost to taxpayers, while recognizing the effects of project timing. On the one hand, delaying projects may incur additional maintenance costs for older buildings and inflationary pressures for new construction. On the other hand, spreading costs over time can lessen the impact on taxpayers during a given year. Also, the Finance Committee stressed that it is always important to consider financing School facilities projects within the context of a Town-wide financing plan.

- Solar Panels: The Finance Committee discussed the plan to construct solar panels as an additional phase to the roof of the Jack Cogswell Building at the RTS. The Town originally planned to either borrow additional project funds or use borrowing appropriations remaining after the core project had wrapped up under budget. Under that proposal, the Town would have owned the solar panels and would have been responsible for their maintenance, and the Town would have recouped all costs for from the additional work in 11 years. At the Finance Committee's suggestion, the Town worked with a developer which ended up saving the Town not only construction costs, but also the ongoing costs and risks associated with solar panel maintenance, repair, and obsolescence. The Finance Committee then supported the revised project, which is expected to provide all of the electricity needed to power the Cogswell Building and provide most if not all of the electricity for other RTS buildings.

- Public Safety Project: The Finance Committee continued to review the budget as the construction of Fire Station 2 and the Police/Fire headquarters entered its final phase.

Other Financial Matters

- Economic development: The Finance Committee supported warrant articles to provide opportunities for additional alcohol licenses and provide additional outdoor seating, which were expected to provide flexibility to better support local businesses.

- ARPA Funds: The Town was allotted approximately $9 million in funds from the federal government under the American Rescue Plan Act. The Finance Committee discussed the potential uses for these funds with the Select Board, who is charged with allocating grant funds. The Finance Committee supported for COVID-related costs for the Public Health Department, and also some technology and mental health costs. The Finance Committee strongly supported the use of ARPA funds for water and sewer upgrades not only because of the critical needs, but also because the funds have a deadline, and it was important to have a plan to make use of the full amount of available funds.

Operating Budget Recommendation for FY2023

The Finance Committee has the responsibility of developing an annual operating budget for the following year to be recommended to Town Meeting. Each Finance Committee member dedicates countless hours to developing a fair and equitable budget to recommend to Town Meeting. The Finance Committee began its work on the FY2023 budget in late fall of 2021. The budget process took place with the usual annual timelines despite the increased uncertainty under the pandemic.

Revenue

Though the COVID-19 pandemic continued to cast a shadow, much of the Town's operations were closer to normal during fiscal year 2022, and much more business was conducted in person. Revenue for FY2022 was strong despite the lingering presence of the pandemic, as the overall economy appeared to rebound well. Property taxes remained strong as property values remained high and commercial owners had to make few concessions in rent to tenants. New growth was strong due to upgrades in natural gas transmission lines that led to increased commercial personal property taxes, and also due to a steady rate of new home construction. State aid remained strong. Local receipts were lower than some previous years, but that was projected and thus did not cause a shortfall in expected revenue.

The Finance Committee's FY2023 budget recommendation was based on expectations of how operations would be conducted in fiscal year 2023 and beyond, taking into consideration current events. Some parts of Town business would be back to pre-pandemic norms, and other aspects would be different. The Town's initial revenue projections for FY2023, which served as the basis for creating the FY2023 spending plan, were conservative and included only modest increases over adjusted FY2022 amounts. More than 80% of the Town's annual revenue comes from property taxes. Property tax is determined using the tax base from the prior year, adding an allowance for new growth, as well as for funds to be collected for excluded debt. Needham's property tax revenue is generally strong and reliable and provides the Town more protection against unexpected fluctuations than if it were more heavily reliant on other revenue sources. The projected local receipts were projected to increase significantly in FY2023 due to the fact that the projected receipts for FY2022 were low in the aftermath of the pandemic-related economic slowdown. The Town also used conservative estimates for state aid, including both unrestricted general government aid (UGGA) and Chapter 70 school aid which were based on the preliminary

estimates from the state that were available during the budgeting process. These estimates are subject to adjustment after the fiscal year is underway and there is a better understanding of what the levels of actual revenue will be.

Budget Process

The Finance Committee continued its typical schedule of starting the budget process in December 2021, when it began review of the spending requests submitted by each Town department as well as the School Superintendent's budget request. Each board or committee with a separate budget also submitted a spending request.

The Finance Committee held hearings in December 2021, as well as in January, February, and March 2022 to review the budget request of each Town department, board, and committee with management of each department. As every year, in preparation of a budget recommendation for FY2023, the Finance Committee:

- Carefully reviewed every spending request on its own merit and with regard to the impact of each request on resident services and the Town's infrastructure;
- met with the Town Manager, department managers, the Superintendent of Schools and School Committee members, school administrators, and leaders of other committees and boards to discuss operational and capital needs;
- held budget hearings with each department; and
- deliberated each request in depth.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- maintain essential services currently provided to citizens and other user groups;
- sustain commitment to infrastructure spending;
- preserve and strengthen financial security;
- encourage long-term planning;
- evaluate requests for new or additional services and expenditures; and
- avoid undue tax burden on residents.

The Finance Committee continued to stress the importance of restraining any increases in staffing levels. Once a position is included in the operating budget, it tends to be included yearly thereafter.

The Finance Committee received the Town Manager's executive budget and revenue estimates released in late January 2022. As mandated by law, the Town Manager's executive budget included a bottom-line recommendation for the School Department's FY2023 budget. In accordance with the Town by-laws, the School Committee also transmitted its voted budget request to the Finance Committee in late January.

The Finance Committee initiated a pilot program to analyze certain department budget requests using a priority-based budgeting approach as part of the FY2023 budget process. The goal is to link all spending requests with a stated goal or function of that department. While this approach takes more time and effort for the department and the Finance Committee liaisons, the Committee felt that it could be an important exercise to ensure that funds are being directed in the most beneficial way. The Finance Committee found that the department managers' FY2023 spending requests overall were carefully considered and conscious of the need for fiscal discipline. The Finance Committee consistently requires careful vetting of new staff or programs before recommending that they be funded in the annual operating budget.

Lastly, over the course of several discussions, the Finance Committee determined that approved spending requests that are likely to recur year-over-year ought to be included within an operating budget of the Town rather than funded through a standalone Warrant article. Three such requests were initially proposed for funding through standalone Warrant articles, but the Finance Committee instead integrated the requests into one of the Town's operating budgets: the Diversity, Equity & Inclusion program and funding for the Needham Council on Arts and Culture were integrated into the General Fund operating budget, while the NPDES compliance costs were integrated into the Sewer Enterprise Fund operating budget.

FY 2023 Operating Budget Highlights

The Finance Committee developed the FY2023 budget during the period of December 2021 through March 2022 and voted its final recommendation on March 9, 2022. The Finance Committee supported an amendment to its own recommended budget, passed by Town Meeting, to increase the funds to be applied to the Retiree Insurance and Insurance Liability Fund line. This was a way to use some of the extraordinary Free Cash to decrease an unfunded liability, which will reduce long term costs.

The Finance Committee's recommended budget for FY2023 was fiscally prudent while providing sufficient funding to maintain level services in most Town operations while also allowing for carefully planned and vetted expansion of some worthy programs and services. As in FY2022, federal grants provided funding for expenses most directly related to the pandemic, so to the extent COVID-related costs were expected, those costs were not included in the FY2023 budget. As noted above, there were also substantial federal grant funding available for infrastructure and some other one-time expenses which will keep some departments busy, but not ad to annual operating costs. The discussion below describes the Finance Committee's considerations during the budget process.

Townwide Expenses

Townwide Expenses, which are the costs incurred by the Town or spread across a number of departments, increased in the FY2023 budget. The largest component of the increase is due to

rising costs for insurance and employee benefits, and also to an increase in the number of benefited positions. There are also funds set aside in Townwide Expenses to provide funding for salary increases during the fiscal year, that were not yet known due to the collective bargaining agreements that did not have settled agreements at the time the budget recommendation was voted. Those amounts could be shifted by the Town Manager during the fiscal year.

Department Budgets

The budgets for various departmental budgets typically increase each year to accommodate modest cost-of-living salary adjustments and to cover inflation in operating expenses. The largest increases typically occur where there are added staff positions or new expenses. In the Finance Committee's voted FY2023 budget, there were three unions without settled bargaining agreements. Potential cost of living increases for these unions were included in Townwide Expenses. Various increases in the FY2023 budget included funding for a new Equity, Inclusion and Diversity program, as well as resources for expanding mental health programs and for infrastructure maintenance and repair. The Finance Committee carefully reviews each request for additional staff and encourages efficiencies where possible. The Finance Committee keeps in mind that any increases in staffing affect not only salary costs, but also benefits and retirement costs.

Public Education:

- **Minuteman Regional Vocational Technical School**: The Town remains committed to participate as part of the Minuteman district. The annual assessment increased, based on expected enrollment and the Town's portion of the district's capital building project.

- **Needham Public Schools**: The School Department budget makes up over 40% of the FY2023 operating budget for the Town. Per state law, the Finance Committee recommends only a bottom-line amount for the budget. However, Finance Committee liaisons meet regularly with the School Administration and School Committee budget liaisons during the development of the budget to provide feedback. The Finance Committee recommended fully funding the Superintendent's and the School Committee's requested budget for FY2023. The budget included increases due to contractual salary increases, higher projected enrollment, and increased need for student support services, including special education. Enrollment decreased significantly during the pandemic and was not expected to reach pre-pandemic levels in the near future. However, there are lingering effects of remote learning and a resulting increased need for student support services and special education, which had required some additional staffing. Certain costs attributable to the pandemic have been covered by grant funding, but some longer-term needs may become part of ongoing operations. The Finance Committee will continue to carefully review new programs and staffing requests, as well as the enrollment projections, and encourages a goal of keeping budget increases to be within the Town's rate of revenue growth.

The Finance Committee remains committed to developing an annual budget that meets the needs of its residents, while being financially sustainable. The FY2023 budget included funding that was anticipated to meet the spending needs for each department for the year. The Finance Committee has the legal authority to transfer funds from the Reserve Fund to other budget lines to cover unforeseen or extraordinary costs over the course of the fiscal year. The Town has also set aside reserves to provide the resiliency to protect itself from fluctuating revenue or expenses and still be poised to meet future needs. The Finance Committee remains committed to working with the Town Manager, School Superintendent, Select Board, School Committee, School Administration, Town Administration, Department Managers and other Town leaders in order to encourage careful long-term planning. The Finance Committee believes that restraint and long-term planning will help the Town to maintain its readiness for the challenges that lie ahead.

Capital Spending Recommendations for FY2023

The Finance Committee received the Town's Capital Improvement Plan for FY2023 – FY2027 released in early January 2022. The Town's annual capital spending is funded predominantly from three distinct fiscal sources: free cash, debt within the tax levy, and excluded debt. Both debt within the levy and excluded debt are paid according to the debt schedules and are predictable for the following year. Under the Town's debt policy, long-term debt is used for capital improvements that are too expensive to be financed with current revenue. Town Meeting voted to approve of new debt in FY 23 for the reconstruction of the Emery Grover Building. Free cash is a source of funds generated from unused funds such as unspent appropriations or higher-than-projected revenue in a prior year and is typically used for used for one-time needs or boosting reserves. Based on initial estimates, the Town's planned to allocate Free Cash in FY2023 to fund the annual General Fund cash capital warrant article covering various annual or one-time expenses such as the fleet replacement program, School technology replacement and traffic improvements. Free Cash was also approved to fund financial warrant articles for various programs including the public facilities maintenance program, the property tax assistance and small repair grant programs, the DPW complex feasibility study and the Pollard School locker room improvements.

Future Opportunities and Challenges

The Finance Committee continues to examine the Town's budget and finances as operations settle into a new routine in the wake of the worst of the pandemic. It is not yet clear when the long term effects on workplaces will be better understood. The Finance Committee is also closely monitoring the costs associated with the numerous large upcoming projects in the Facilities Master Plan. The facilities financing plan began to take shape in FY2022, with more concrete numbers and discussions being held in FY2023 as the Town sought to prioritize its various upcoming needs. The Committee remains aware that significant construction projects tend to bring not only higher debt service costs but also increasing operating costs (larger spaces can require more energy, despite gains in efficiency, and more staffing for both expanded services and for maintenance). The costs associated with expanding infrastructure and operations are being

compounded by high inflation and increasing interest rates, as well as increased energy costs. The Finance Committee is ever mindful the tax burden for residents due to these new projects and recognizes the importance of maintaining the Town's favorable credit rating and strong financial condition.

Conclusion

The Finance Committee recommended a budget for FY2023 that was balanced, fiscally sound, and designed to provide the funding needed to continue to provide the Town's more important services. The Committee also kept a close eye on capital plans and associated costs.
The Finance Committee deliberates the operating and capital budgets and other issues with fiscal implications to the Town fairly and openly at all times. The Committee meets on select Wednesdays from September through June, and occasionally during the summer. The meetings and agendas are posted with the Town Clerk at Town Hall and placed on the main calendar on the Town's website. Most meetings are in person and are often available to view electronically. The public is welcome and encouraged to attend any meeting, and the Committee begins every meeting with an invitation for comments from the public. The Committee seeks to ensure that its independent and objective recommendations help keep Needham well-prepared to meet present and future needs.

LEGAL SERVICES

Purpose:
Legal Services, primarily provided by attorneys from the law firm Miyares-Harrington, delivers legal support to all Town Departments, attends all sessions of Town Meeting, and meets as needed with the Select Board and other boards, committees, and commissions in its role as Adjunct Town Counsel. Attorneys serving as in this capacity draft and approve contracts when required, represent the Town in the courts and before administrative agencies, and assist in the drafting of legislation, by-laws, and regulations. When appropriate, the Town hires specialist outside counsel to handle matters that require specialized representation.

FY2022 Highlights:
During fiscal year 2022, Town Counsel provided advice and assistance to Town officials on matters related to public records, contracts, licenses, and leases, TIF agreements, alcohol licensing, Board of Health matters, Town Meeting actions, suits filed against the Town, actions relative to COVID-19, and other similar items. Town Counsel represented the Town, its boards, officers, and employees in various courts and before various administrative agencies. It handled all related litigation matters, unless covered by a contract of insurance.

Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Select Board, Finance Department, Permanent Public Building Committee, School Department, Department of Public Works, Planning Board, Board of Health, Police Department, Fire Department, and Conservation Commission. Special projects requiring increased attention in FY2022 included: public records requests; permitting; COVID-19 related programming; land acquisition; and suits filed against the Town.

The Town engaged and worked with specialized outside counsel in matters such as labor relations and collective bargaining, cable television licensing, environmental and energy-related matters, affordable housing, zoning and permitting, real estate, civil rights, and bond issuance.

FY2023 Forecast
In fiscal year 2023, the Town will continue to utilize the services of contract counsel for primary and specialty needs. The Select Board intends to initiate a formal appointment process for Town Counsel in the Fall of 2022.

MODERATOR

Michael K. Fee, Town Moderator

Mission

The Town Moderator is a volunteer elected official who presides over Needham Town Meeting. Our Town Meeting is a representative town meeting, a "citizen legislature" comprised of 251 "Members." Members are either elected from one of Needham's 10 precincts or participate as "at large" Members. These are certain elected officials – including the Moderator – and chairs of certain elected boards in our town. Under Massachusetts law and Section 14 our Town Charter, Town Meeting is the ultimate authority over all municipal affairs. For example, each year Town Meeting must vote to authorize how much money will be spent on all Town services, including schools, public works, public safety, and public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of long-term debt by the Town of Needham. Debt financing is used primarily for major capital projects such as constructing or renovating buildings. In short, in the words of our Charter, Town Meeting exercises "all powers vested in the municipal corporation."

The Moderator also appoints citizens to various important committees. As appointees of the Moderator, these individuals -- or entire committees -- represent the Legislative Branch of our Town government (Town Meeting) and thus serve an critical function in our municipal-level system of checks and balances. The Moderator appoints the Finance Committee, the Personnel Board, as well as members of the Community Preservation Committee, the Youth Commission Board and the Transportation Committee.

I was most grateful to be reelected as Town Moderator in April 2022, for another three-year term. I appreciate the confidence the citizens of Needham place in me to serve as their Moderator.

Fiscal Year 2022 Highlights

During Fiscal Year 2022, Town Meeting returned to its traditional venue, Powers Hall. This was a welcome development after the emergency measures we implemented during the public health emergency forced our Town Meeting to convene outdoors.

- Our Town Meeting convened twice in Fiscal Year 2022, first in a Special Town Meeting held on October 25, 2021, and then Annual Town Meeting convened on May 2, 2022, which also included a Special Town Meeting.

- The October 2021 Special Town Meeting tackled a 12-article Warrant that contained measures involving appropriations, zoning and some non-binding resolutions offered through citizen petition.

- The Annual Town Meeting met on May 2, 2022, in Powers Hall and considered a 40-article Warrant. Once again, Town Meeting exercised its powers to debate, consider, and vote on a variety of measures. These included the $225,000,000 FY 2023 Operating Budget, various other appropriations, such as funds for the demolition of the manor home at Ridge Hill Reservation, the renovation of the High School tennis courts and the expenditure of $19,400,000 for the reconstruction for the Emery Grover School Administration Building.

- Within the 2022 Annual Town Meeting, we also held a Special Town Meeting. This Special Town Meeting was convened on May 9, 2022. The Warrant for the Special Town Meeting contained four articles, three of which concerned the ratification of police and fire department collective bargaining agreements, and one was a Home Rule Petition relating to exempting the Needham Police Department from civil service.

- Once again building on some of the innovations we were forced to implement during the pandemic, the sponsors of articles and commenting officials -- such as the Finance Committee and the Select Board -- pre-recorded (on YouTube video) their remarks in advance of Town Meeting and posted them on the Town of Needham Website. Supporting documents and materials which in the past have been distributed at Town Meeting were also posted to the website in advance. These same personnel also provided live reminder remarks at each meeting to ensure that all Town Meeting Members heard a consistent presentation on each article. Lively discussion and debate followed.

- In Fiscal Year 2021, the Town of Needham website continued to be an invaluable resource for Town Meeting Members.

- We continued to distribute the Revised Version (April 2021) of my "Needham Town Meeting Handbook." The Handbook was distributed to newly elected and existing Town Meeting members and was posted on the Town's website. https://www.needhamma.gov/DocumentCenter/View/4133/Town-Meeting-Handbook---Revised-2021?bidId= Many Town Meeting members expressed to me their appreciation for this resource.

- On April 25, 2022, I worked with the Needham League of Women Voters to hold and extremely well attended New Town Meeting Member Orientation in person at the Center on the Heights. The Orientation preceded the Warrant Meetings hosted by the League.

- I have continued my participation in the Massachusetts Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth and with which I formerly served as a member of the Board of Directors. I am proud

to say that Needham was a leader among Massachusetts towns in holding effective outdoor representative Special and Annual Town Meetings during the pandemic.

- The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report for FY 2022. I personally pay for any expenses I incur, such as the preparation of the Needham Town Meeting Handbook, educational materials for new Town Meeting Member Orientatio, and the dues I must pay to belong to the Massachusetts Moderators Association. When meetings are not held remotely, I pay for my own travel to various Moderators Association meetings.

I encourage town residents to become involved in some aspect of our community's volunteer government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. As mentioned above, the Moderator appoints all members of the Finance Committee, the Personnel Board and several members of other boards and committees, including the Community Preservation Act Committee, The Transportation Committee, and the Youth Commission Board. I am proud of the citizens I appointed to serve their fellow citizens in various positions during Fiscal Year 2022. Any citizen who wishes to be considered for a position that is appointed by the Moderator is encouraged to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Retirement Board

Sandra Cincotta, Chair
John Krawiecki
Robert Mearls
Robert Papetti
Michelle Vaillancourt

Staff

Jacob Cole, Administrator
Elizabeth Milch, Retirement Specialist
Martin Feeney, Accounting Specialist

MISSION

Instituted in 1937, The Needham Contributory Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws and overseen by the Public Employees Retirement Administration Commission (PERAC). Separate from The Town of Needham, the Needham Retirement Board is governed by a five-member Board, consisting of two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. Meetings are held monthly in the Town Hall., and online as well. After each meeting, the minutes of the meeting are also posted online and are always available upon request as well.

The Needham Contributory Retirement System continues in its success and determination to maintain the highest levels of customer service to our retirees, active employees, and inactive employees. Along with being a support and aid to our members, we simultaneously place a premium on operational efficiency, security, transparency, and integrity. We have strong redundancies in place to safely and securely protect and store vital data for each member and retiree. Data and is saved in three different locations: the Pension Technology Group's encrypted website and servers; Needham's encrypted IT servers; and the Retirement Office's electronic backup storage system. This has greatly reduced the paper footprint of paper files and physical on-site storage space.

The Needham Contributory Retirement System considers it an honor to meet with members to discuss the retirement process, options and answer all the questions they may have. Members are permitted to bring their spouse or a loved one(s) to the meeting as well. We meet the needs of our members by hosting in-person office meetings, Zoom video call meetings during and after hours when needed.

For those members that do not meet the retirement eligibility, we likewise present their options to them. These options include leaving their money on account until further notice, requesting a refund or a rollover of their funds to an approved Individual Retirement Account (IRA).

Some members also leave for another municipal job. For those members, we work in conjunction with the retirement system the member is going to fall under and we facilitate a transfer of their time and funds from Needham Contributory Retirement System to the new town's retirement system for the member. This ensures the member keeps building up their pension towards retirement because once the transfer process, the member's time and money from Needham continues to grow in their new position in the town from which their hired and transferred.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees working a minimum of twenty hours per week. The plan is considered by law a contributory defined benefit plan covering all town employees deemed eligible by law, with the exception of qualified schoolteachers. Qualified schoolteachers fall under and contribute to the Mass Teachers' Retirement System. Without exception, the Mass Teachers' Retirement System, Needham Contributory Retirement System, and any of the other 100+ retirement systems in the Commonwealth, are all governed by Chapter 32 of Mass General Law and PERAC (Public Employee Retirement Administration Commission).

Members hired after July 1, 1996, contribute 9% of their regular compensation + an additional 2% of earnings greater than $30K towards their retirement. Part-time employees working 20 hours or more each week are eligible for membership into the Needham Contributory Retirement System. Part-time employees that do not work at least 20 hours per week, are not eligible for membership and thus contribute to Social Security. Per Chapter 32, seasonal, temporary, or contracted individuals are exempt from membership in all retirement systems in the Commonwealth.

Since 1985, the Needham Contributory Retirement Board, entrusts PRIM (The Pension Reserves Investment Management Board and Firm (https://www.mapension.com/), with the management, strategy and investing of the Needham Contributory Retirement System's two hundred million plus funds. PRIM is a proven leader in the financial investments field. Approximately 85% of the Commonwealth's municipalities also have hired and utilize PRIM.

The Town of Needham annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pension costs. The Needham Contributory Retirement System has an actuarial study performed and executed every other year. The Needham Retirement Board actively manages the funding Schedule which has us on pace to be 100% fully funded by the year 2033. The Needham Contributory Retirement System is outpacing many other towns in the Commonwealth.

The Needham Contributory Retirement Board and Staff would like to offer special thanks to Evelyn Poness for her years of dedicated and tireless service as Town Treasurer, and for chairing the Needham Contributory Retirement Board. Evelyn Poness served the Town for over 40 years in various roles most notably as Town Treasurer. She also served on the Retirement Board since 1987, most of which was as Madam Chair. The Needham Retirement Board and Staff wish her the very best in retirement.

With the departure of Evelyn Poness, the Retirement Board voted to have long-time Board Member, Ms. Sandra Cincotta serve as the Retirement Board Chair. To fill the Board seat vacated by Sandra Cincotta, the Town appointed Michelle Vaillancourt to the Board. Michelle is a welcomed addition and continues to serve as the Town Accountant.

The Needham Contributory Retirement Board consists of five Board Members. The Retirement Board Members serve terms of three years. The Town may appoint or re-appoint, two Board Members every three years. Two Board Members are elected and the fifth Board Member cannot be a former employee or retiree and is elected by the other four Board Members. Within this construct, in Massachusetts, a municipality's administration and employees have an equal part. The third part or fifth board member is a counterweight ensuring the balance of power is kept in check and not usurped.

I also would like to thank my staff, Human Resources that we work in strong collaboration with, our vendors and legal counsel for all their great support, hard work and diligence serving the retirees and employees of the Town.

PRIM Executive Director and Chief Investment Officer Michael G. Trotsky, CFA provided the following information to the PRIM Board at its February 16, 2023, meeting:

Executive Director and Chief Investment Officer Report

We are pleased that the PRIT Fund was up 4% for the December quarter, following three straight quarters of market declines, and the gains have continued into the first quarter of 2023. Returns were negative during the 12-month period ending December 2022 as equity and bond indices were down globally: domestic equities were down 18%, developed international equities were down 14.5%, and emerging equities were down 20%. Normally, we would expect bonds to offer protection from a selloff in equities, but bonds were also down substantially in calendar 2022, down approximately 13%. A 60/40 mix of stocks and bonds was down 16.2%, but the PRIT Fund fared better, down 11.2% net of fees. The loss in calendar year 2022 followed a very strong calendar year 2021. Calendar year 2021 returns were the fourth largest returns ever, and the outperformance of 8% net of fees relative to our benchmark in 2021 was the strongest outperformance in PRIM's entire history.

The PRIT Fund has performed well over the last several years while the financial markets and global economies responded to several disruptive situations. PRIM does not control geopolitical events, slowing economic growth worldwide, monetary policy responses, wars, viruses, supply chain shortages, or the behavior of other investors. We are market takers, and the only thing we can control is the design and composition of the PRIT Fund. We have carefully engineered a diversified portfolio with components that will perform well in a variety of market environments, and we are also very focused on controlling our costs. Our history of strong performance in both strong and weak markets is an indication that our portfolio is well constructed in terms of risk, return, and cost – PRIM's philosophical three pillars of investment. Our alternatives, specifically Hedge Funds, Private Equity, Timberland, and Real Estate helped anchor the PRIT Fund in this very stormy environment, an investment period when both public equities and bonds were down significantly in all markets around the globe.

The silver lining in turbulent markets is that selloffs create attractive buying opportunities. The PRIM team was busy during the year evaluating opportunities and deploying approximately $5.7 billion in new investments. Another silver lining is that some of the uncertainties are beginning to resolve. Namely, inflation appears to have peaked, the Fed is beginning to taper interest rate increases, and the economy is still growing. For the quarter so far, which includes all of January and half of February, equity markets are up between 6 and 10% globally, with Europe and China leading the way, and bonds are up approximately 2%. We hope the positive trends continue.

The main risks going forward are familiar: that inflation spikes again or remains too high, business spending or corporate earnings could weaken more than anticipated, and unemployment or wages could spike. Any of those conditions could result in an economic slowdown that turns into a severe recession, one that is worse than the current consensus expectations. That scenario would be a headwind for financial markets. There are many moving pieces in the global economy and in the world's geopolitical situation, we can't control any of that, but we do believe the PRIT Fund is well constructed to perform relatively well in any environment.

Customary for this Board cycle, asset allocation recommendations are approved, and annual plans are discussed. The annual plans are consistent with prior years, but this year each functional area includes plans to support the newly formed ESG committee. We believe the ESG Committee will build on the important work we have been doing internally and with our partners in the MIT Sloan School's Aggregate Confusion Project. We are excited to get started with the new committee and have reached out to the new Committee members to schedule our customary on-boarding briefings. We expect The ESG Committee's first meeting will occur at the next Board cycle.

On asset allocation, the Investment Committee approved the recommendation to continue our multi-year effort to gradually increase the PRIT Fund's allocation to Private Equity. Maintaining a consistent pace of Private Equity commitments has been a key contributor to our long term success. We have observed throughout our history that some of our highest performing Private Equity vintage years originate during volatile times like this, when other investors may be cutting their commitments for a variety of reasons. Our Private Equity partners have the proven ability to wait for valuations to become attractive to deploy capital, and investors who provide capital in difficult environments benefit when valuations are cheapest. We have learned that 80% of our peers are currently 4-6% above their ranges for Private Equity, but at 17.7% of PRIT Fund assets, Private Equity is within the current range, and we have room to continue our commitment pace. PRIM's Private Equity team carefully models commitment pacing each year, and the fact that we are still within our range when most others are not, is testimony to the robustness of PRIM's very disciplined process. The recommended increase of 1% to Private Equity continues a multi-year trend consistent with PRIM's asset allocation research findings and will provide extra headroom to maintain an adequate commitment pace.

PRIT Fund Performance

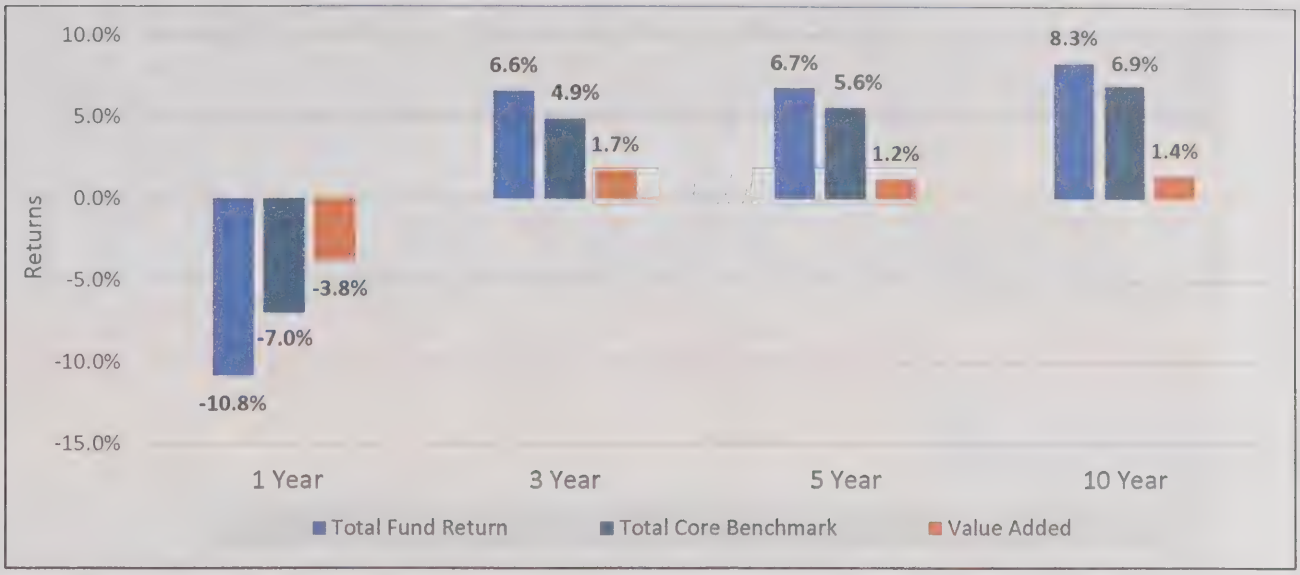
For the one-year ended December 31, 2022, the PRIT Fund was down -10.8%, (-11.2% net), underperforming the total core benchmark of -7.0% by 382 basis points (422 bps net).

- This performance equates to an investment loss of $11.6 billion, net of fees.
- This underperformance equates to $4.4 billion of value below the benchmark return, net of fees.
- Net total outflows to pay benefits for the one-year ended December 31, 2022, were approximately $738 million.

The following charts summarize the PRIT Fund performance for the one year ended December 31, 2022.

Total PRIT Fund Returns

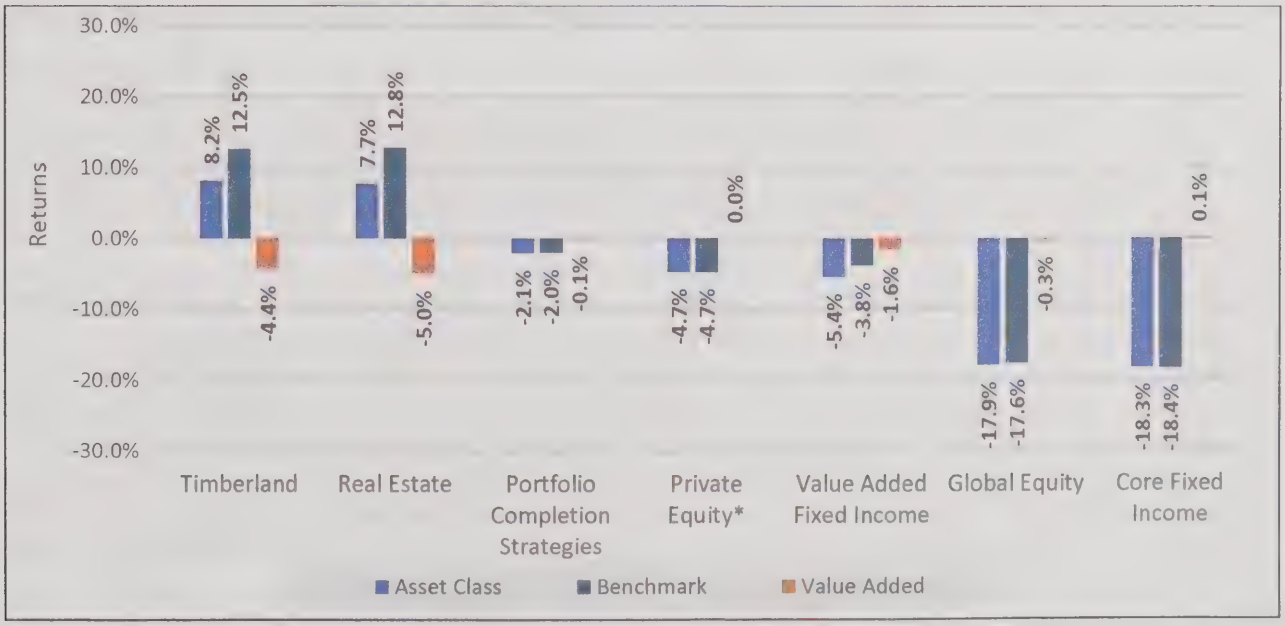
Annualized Returns as of December 31, 2022 (Gross of Fees)



Source: BNY Mellon. Total Core Benchmark includes private equity benchmark.

PRIT Asset Class Performance Summary

One Year ended December 31, 2022 (Gross of Fees)



Source: BNY Mellon. Totals may not add due to rounding. *Benchmark is actual performance.

PRIT Fund Annualized Returns By Asset Class

(December 31, 2022 - Gross of Fees)

1 Year	3 Year	5 Year	10 Year
[illegible]	PRIVATE EQUITY 26.0%	PRIVATE EQUITY 22.9%	PRIVATE EQUITY 21.0%
REAL ESTATE 7.7%	REAL ESTATE 11.7%	REAL ESTATE 10.4%	REAL ESTATE 10.6%
[illegible]	[illegible]	[illegible]	GLOBAL EQUITY 8.3%
PRIVATE EQUITY (4.7%)	GLOBAL EQUITY 4.3%	GLOBAL EQUITY 5.3%	TIMBER [illegible]
VALUE-ADDED FIXED INCOME (5.4%)	VALUE-ADDED FIXED INCOME 3.3%	VALUE-ADDED FIXED INCOME 3.9%	VALUE-ADDED FIXED INCOME 4.2%
GLOBAL EQUITY (17.9%)	[illegible]	[illegible]	[illegible]
CORE FIXED INCOME (18.3%)	CORE FIXED INCOME (2.8%)	CORE FIXED INCOME 0.3%	CORE FIXED INCOME 2.0%

Source: BNY Mellon. Returns as of December 31, 2022

Organizational Updates

Pengtuan Wu joined the Research team in January as an Investment Officer reporting to Maria Garrahan. Pengtuan holds a Master of Science degree in Mathematical Finance from Rutgers University, and before coming to PRIM was a principal quantitative developer at Fidelity Investments. At Fidelity he led the development of the centralized factor engine in addition to many other quantitative research initiatives.

Tianyi Shi joined the Research team in February as an Investment Analyst reporting to Maria Garrahan. Tianyi joined PRIM as a Research intern in May 2022 and has worked within multiple areas of Research, all while finishing her degree at Boston University. Tianyi graduated from Boston University in December 2022 with a Master of Science degree in Mathematical Finance & Financial Technology. She also has a bachelor's degree in Financial Engineering. We are delighted that she chose PRIM to start her very promising career.

PRIM deployed more than $2.8 billion to diverse managers in 2022 as part of the **FUTURE Initiative**, bringing the total to more than $9 billion. In December 2022, PRIM received the Commonwealth's "Equity in Governance Award" for its efforts in this area. PRIM also designated more than $340 million to 15 emerging-diverse managers as part of a $1 billion program specifically designed to reduce barriers between the PRIT Fund and emerging-diverse managers. This progress was reported to the state legislature as a requirement of the Investment Equity legislation, the legislation championed by the Treasurer more than two years ago. As reported by Pensions and Investments, this puts PRIM at the very top of the heap compared to other pension funds, 7th in the nation in capital deployed with diverse managers, far above our rank in size.

PRIM Board Actions

Asset Allocation Recommendation
The PRIM Board approved the 2023 asset allocation recommendation. The 2023 asset allocation recommendation represents a minor change to the prior year's recommendation. The recommendation includes a 1% increase in the Private Equity target range (12%- 18% to 13%-19%) and a corresponding 1% decrease in the Global Equities target range (33%- 43% to 32%-42%). The small increase in the Private Equity range is aligned with PRIM's multi-year effort to slowly increase the allocation to Private Equity.

Hedge Fund Benchmarking Recommendation
The PRIM Board approved the following benchmark recommendation for Stable Value and Directional Hedge Funds (collectively, "Direct Hedge Funds"), and PAAMCO.

1. Change the Total Core Benchmark for Stable Value Hedge Funds and PAAMCO to SOFR + 200 bps;
2. Change the Total Core Benchmark for Directional Hedge Funds to 50% MSCI ACWI + 50% SOFR; and
3. Change the Implementation Benchmark for Direct Hedge Funds to value-weighted manager benchmarks.

These new Total Core Benchmarks for the Direct Hedge Funds and PAAMCO portfolios are more representative of the public market exposure or opportunity cost of investing in a comparable public market alternative, while the Implementation Benchmark represents a secondary benchmark to measure the efficacy of the implementation decision on how these managers perform versus their strategy peers.

Public Markets

Public Markets Advisory Services RFP
The PRIM Board selected Meketa Investment Group to provide Public Markets advisory services to PRIM.

Other Credit Opportunities – New Investment Recommendation: Biopharma Credit Investments V
The PRIM Board approved a commitment of up to $150 million to Biopharma Credit Investments V (the "Fund") as part of the Other Credit Opportunities ("OCO") allocation. The Fund is an evergreen strategy, managed by Pharmakon, that invests in life sciences companies. The strategy focuses on senior secured loans backed by one or more FDA-approved product.

Private Equity

Follow-on Investment Recommendation: Hellman & Friedman Capital Partners XI, L.P.
The PRIM Board approved a commitment of up to $300 million to Hellman & Friedman Capital Partners Fund XI, L.P. PRIM has invested in eight prior Hellman & Friedman Capital Partners ("H&F") funds since 1995. H&F's senior team of 22 partners has an average tenure of 16 years at the firm. H&F targets buyouts of large businesses in North America and Europe in the technology/software, financial services, business & information services, healthcare, and consumer services & retail sectors.

Follow-on Investment Recommendation: GTCR Fund XIV, L.P.
The PRIM Board approved a commitment of up to $285 million to GTCR Fund XIV, L.P. PRIM has invested in twelve prior GTCR funds since 1987. GTCR has a stable and highly experienced team and a strong and consistent track record. GTCR invests primarily in middle-market companies in the U.S. across four main industries: Technology, Media & Telecommunications; Financial Services & Technology; Healthcare; and Growth Business Services.

Follow-on Investment Recommendation: TA XV, L.P. and TA Select Opportunities Fund III, L.P.
The PRIM Board approved commitments of up to $335 million to TA XV, L.P. and up to $35 million to TA Select Opportunities Fund III, L.P. PRIM has invested in nine prior TA Associates ("TA") funds since 1997. TA's senior team has worked together for over 18 years. TA targets middle-market growth companies

located in North America, Europe, and Asia operating in the technology, healthcare, financial services, consumer, and business services sectors.

Finance and Administration

Proxy Voting Guidelines

The Prim Board approved ISS' 2023 Benchmark Policy Updates and the 2023 enhancements to PRIM's Custom Proxy Voting Guidelines proposed by Treasurer Deborah B. Goldberg as follows:

Access to Reproductive Healthcare:

- Vote FOR shareholder proposals that require companies to provide access to the full range of reproductive healthcare, including, but not limited to, policies that provide for employees that must travel to access care.

Access to Parental Leave:

- Vote FOR shareholder proposals that require companies to provide comprehensive paid parental leave.

Disclosure: Political Giving:

- Vote FOR shareholder resolutions that request companies to provide greater disclosure of corporate campaign financing.
- Vote FOR shareholder resolutions that request companies to disclose any and all corporate expenditures for advertising in support of, or in opposition to, any political candidate, issue, and/or ballot referendum, including contributions to political candidates, political action committees, 501(c)(3, 4, and 5) organizations or any other expenditure which may be used to influence an election.
- Vote FOR shareholder resolutions that call on the board to establish corporate political giving guidelines and internal reporting provisions or controls.
- Vote AGAINST shareholder resolutions that seek shareholder input to corporate political giving policies or on the contributions themselves.
- Vote AGAINST shareholder resolutions seeking an advisory vote on political contributions.

Consent Agenda

In April of 2014, the Board approved the implementation of a consent agenda to best utilize Board meeting time to focus on deliberation on the most substantive matters. A consent agenda is a meeting practice whereby routine and other non-controversial voting items that do not require discussion are presented and approved as a single agenda item in a single motion.

The PRIM Board approved the following consent agenda items:

- Acceptance of the State Auditor's Examination Report for the Period July 1, 2019 – January 15, 2022.
- Approval of the issuance of an RFP for Investment Performance Reporting Services.

The Client Services team will continue to meet with the retirement boards of PRIM's member retirement systems throughout the year. To schedule a visit, please contact Francesco at fdaniele@mapension.com, Laura at lstrickland@mapension.com, Emily at egreen@mapension.com, or call 617-946-8401. We look forward to seeing you soon.

FY2022 RETIREES

Dept	Retiree	Retire Date	Years of Service	Dept	Retiree	Retire Date	Years of Service
SCH	Dugan, Ruth	7/1/2021	20 years 8 months	LIB	MacFate, Ann	11/3/2021	63 years 4 months
SCH	Griffin, Ruth	7/1/2021	17 years 7 months	SCH	Henry, Sheila	11/6/2021	14 years 9 months
SCH	McElhinney, Linda	7/1/2021	20 years 9 months	DPW	Oakes, Judith	11/13/2021	31 years 5 months
SCH	McGowan, Marianne	7/1/2021	14 years 1 month	TWN	Popper, Steven	11/20/2021	18 years 3 months
SCH	Tuck, Judith	7/1/2021	11 years 4 months	DPW	Porreca, Alan	12/18/2021	13 years 5 months
TWN	Cincotta, Sandra	7/6/2021	18 years 9 months	LIB	Browne, Diane	1/8/2022	40 years 7 months
TWN	Davis, Hoyt	7/31/2021	28 years 9 months	DPW	Branson, David	2/1/2022	10 years 0 months
SCH	Ahrens, Tracy	8/13/2021	18 years 11 months	HOS	Delorie, Lauren	3/1/2022	10 years 5 months
FIR	Wade, Jeffrey	8/23/2021	32 years 10 months	TWN	Dinell, Maryanne	4/1/2022	28 years 0 months
SCH	Jaime, Cynthia	9/1/2021	22 years 11 months	NHA	Trundley, Bryan	4/20/2022	10 years 1 month
MBM	Huynh, Simon	9/11/2021	11 years 2 months	SCH	Mulhern, Karen	5/1/2022	13 years 11 months
DPW	Moran, William	9/25/2021	16 years 3 months	SCH	Negoshian, Deborah	5/1/2022	25 years 8 months
NHA	Pladsen, John	10/1/2021	13 years 0 months	SCH	Saidel, Margaret	5/1/2022	11 years 7 months

DPW	Fitzgerald, Terrence	5/28/2022	36 years 6 months	SCH	McTernan, Karen	6/23/2022	12 years 9 months
SCH	Burke, Corine	6/1/2022	12 years 7 months	SCH	St. Bernard, Anne	6/23/2022	23 years 2 months
SCH	Cullen, Laura	6/23/2022	17 years 6 months	SCH	Blomberg, Jane	6/30/2022	26 years 9 months
SCH	Fagan, Gerard	6/23/2022	14 years 1 month	MBM	Driscoll, David	6/30/2022	35 years 0 months

FY2022

Dept	Retiree	Years of Service	Dept	Retiree	Years of Service
SCH	Baker, Victoria	18 years 9 months	FIR	Kane, Matthew	29 years 9 months
DPW	Bielski, Walter	25 years 4 months	DPW	MacEwen, Robert	39 years 3 months
POL	Bolio, Bruce	34 years 6 months	DPW	Mann, Edward	29 years 8 months
SCH	Borrelli, Florence	34 years 10 months	MBM	Miller, Delbert	21 years 0 months
TWN	Burke, Robert	38 years 4 months	HOS	Murawski, Mary	20 years 5 months
MBM	Curran, Paul	19 years 9 months	HOS	Quirk, Dorothy	19 years 0 months
DPW	Curry, Cheryl	1 year 8 months	MBM	Rainville, Leo	22 years 7 months
DPW	DelGaizo, Anthony	30 years 0 months	HOS	Randall, Albert	25 years 0 months
SCH	Gallant, Katherine	8 years 9 months	HOS	Smith, Constance	16 years 7 months
TWN	Hilton, Jean	18 years 3 months	FIR	Steeves, Ernest	33 years 10 months

CONSERVATION COMMISSION

Members

Janet Bernardo, Chair
Sue Barber
Artie Crocker
Stephen Farr
William Murphy
Peter Oehlkers, Vice Chair
Alison Richardson

Staff

Debbie Anderson, Director of Conservation
Clayton Hutchinson, Conservation Specialist

PURPOSE

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within, or within one hundred feet of, wetlands, rivers, streams, and ponds, and within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation.
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases.
- Educating the public about the importance of protecting wetlands and other open space; and
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by the Conservation Division within the Town of Needham Planning and Community Development Department and includes a full-time Director of Conservation, a full-time Conservation Specialist, and a part-time Administrative Assistant.

FY 2022

Performance Factors

The following Table 3 reflects the number of permit application filings and requests received by the Conservation Commission in each of the last three fiscal years. Over the course of Fiscal Year 2022, the Commission once again saw a steady flow of applications. The Conservation staff continued to issue Administrative Approvals for minor projects located within the 100-foot Buffer Zone. This flexibility allows for a shorter, more streamlined experience for the public doing minor projects while maintaining compliance with the wetland rules and regulations. Administrative

Approvals stayed strong with eighteen (18) issued in Fiscal Year 2022. In the past, before the Administrative Approval mechanism was in place, many of these small projects would have gone before the Commission as Requests for Determination of Applicability and Notice of Intent filings requiring the issuance of Permits. During FY2022, the Conservation Commission met formally a total of twenty-two (22) times and held a total of twenty-seven (27) public hearings.

In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to modify, extend, or close out existing permits. The Commission handled thirty-two (32) of these requests during this fiscal year. The Conservation Division also coordinates with the Town of Needham Department of Public Works and Public Facilities and provides professional expertise on town projects in a growing and more restrictive environmental regulatory time period. Finally, for that small percentage of projects that occur within the Commission's jurisdiction without obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2022, two (2) unpermitted projects required the issuance of an Enforcement Order to restore or protect wetland resource areas.

Table 3: Conservation Commission Public Hearings, State & Bylaw Fees, Enforcement Fines

Fiscal Year	Number of Public Hearings	Total Fees Collected (WPA & Town Bylaw)	Town Portion of State WPA Fee	Enforcement Order Fines Collected
FY2020	16	$8,750	$ 2,500.00	$2,200
FY2021	32	$4,470	$ 6,395.00	$1,100
FY2022	27	$8,055	$ 3,105.00	0

Type of Application Filings/Requests/Violation/Enforcement	Number
Notice of Intent[1]	18
Request to Amend Order of Conditions[1]	2
Request for Determination of Applicability[1]	4
Abbreviated Notice of Resource Area Delineation[1]	0
Extension Permit[1]	3
Emergency Certification	1
Certificate of Compliance	22
Minor Modification Request	5
Enforcement Order	2
Trail Maintenance Notification Form	0
DPW Generic Permit Activity Notification Form	1
Administrative Approval	18
Conservation Restriction	0
Notice of Non-significance	0

[1]Filing involved a public hearing.

ACCOMPLISHMENTS

FY2022 Accomplishments

Although continuing to meet remotely, Conservation staff have been preparing for when the Conservation Commission goes to back to in-person meetings. The Town has determined that going forward, a hybrid meeting platform would make the meetings more readily available for the public to attend and participate. Conservation staff have been taking advantage of the educational opportunities provided by the Town on the most up to date technology so when the Commission goes back to in-person meetings including the remote meeting capability, we will be ready to assist the transition.

Conservation staff and the Conservation Commission have been working with the Engineering and Water & Sewer Divisions on the Walker Pond Stormwater Improvements initiative which was first envisioned by Tony DelGaizo, the long-serving Town Engineer as part of the charge of the Committee known as the "Total Watershed Management Committee that was formed in November of 2019 and made up of staff from the Engineering, Water & Sewer, and Conservation Departments to research and then implement practices to improve stormwater quality before it discharges into water bodies.

The Conservation Specialist worked closely with an Eagle Scout candidate on his chosen project to create a canoe launch and storage rack area on the St. Sebatian's campus. The candidate was required to file for a permit from the Conservation Commission as part of the project thereby giving him the benefit of learning the process and gaining experience advocating for his proposed project before a Town board.

Conservation staff have been collaborating with Park & Recreation staff to get the long defunct Trails Advisory Committee back up and active. Staff from both departments met several times in FY2022 to going over existing Committee materials and revising and updating them for use by the newly formed Committee. The decision was made to have the Trails Advisory Committee help oversee the outreach effort to re-ignite the Trail Steward Program.

As part of the Conservation staff public outreach initiative, Conservation staff led a group of English Language Learners (ELL) on an invasive species identification walk of the Amity Path where they had the chance to mingle with other English Language Learners and practice their English language skills while enjoying nature.

Conservation staff with the support of the Conservation Commission have been learning about the plight of our native pollinators and how we can actively make a difference. One initiative has been promoting the installation of pollinator seed mixes as part of restoration of disturbed areas as a result of Town projects and in locations of resource area improvements such as the Walker Pond Watershed. The Commission has been educating the public about the benefits of pollinator gardens on their own properties.

The Commission generally meets the second and fourth Thursday of each month and continued to meet via Zoom with the start time of 7:00 p.m. All Needham citizens are invited to attend.

COUNCIL OF ECONOMIC ADVISORS

Members

Adam Block (Chair), Adam Block (Chair), Stuart Agler, Tina Burgos, William Day, Virginia Fleisher, Jeremy Halpern, Liz Hay, Robert Hentschel, Adam Meixner, Rick Putprush, Mathew Talcoff and Michael Wilcox.

Staff

Amy Haelsen, Economic Development Manager

The Council of Economic Advisors was established by the Select Board to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses. The CEA studies issues and makes proposals to the Select Board to foster growth and economic development in Needham. It works closely with the Planning and Community Development Department and the Planning Board to effectuate zoning changes necessary to implement economic goals.

FY2021-2022 Highlights

Following the early 2021 reconstitution of the CEA to create three sub-committees, the Council continued its work under the new format to focus on its priority areas - small businesses, redevelopment and business opportunities, and cluster-based economic development. The work of the subcommittees included the ongoing review of the Town's zoning bylaws to identify any areas that could be updated to encourage new business opportunities, refining the Town's business inventory list to better understand and support the composition of Needham's various industries, and identifying ways to support the small business community. The restructuring has allowed the CEA to have a bigger impact on the group's ability to support the business community. The full CEA met on a quarterly basis while the three sub-committees each met more frequently to advance the priorities of their respective areas.

Covid-19 – Throughout the latter half of 2021 and for the remainder of the fiscal year, the CEA, continued to focus on identifying short-term solutions to support the business community in the midst of economic uncertainty. Support included sharing timely information on various state and

federal funding opportunities, related online resources, and technical assistance available to business. The CEA fully supported the warrant article sponsored by the Planning Board, which was adopted at the October 2021 Special Town Meeting, to allow for permanent outside dining for Needham restaurants. This was a big step towards providing restaurants the opportunity to recoup some of the losses they incurred throughout the pandemic and bring more vibrancy to Needham Center.

Once again, the CEA made a request to the Select Board for free two-hour on-street parking in Needham Center and Needham Heights from Thanksgiving weekend through the end of December to encourage residents and visitors to support local businesses.

At the request of the Economic Development Manager, the Select Board approved the creation of the Small Business Recovery Grant Program to provide grants of up to $10,000 to qualifying small businesses in town which experienced financial hardship as a result of the pandemic. As a result, forty two Needham businesses received a total of $387,500 in grants to be used to cover overhead costs, Covid-19 prevention, digital adaptation and employee retention and recruitment. These grants were funded through the American Rescue Plan Act (ARPA) funds received by the Town intended to mitigate impacts from Covid-19.

PLANNING BOARD
Members
Adam Block, Chairman
Jeanne S. McKnight, Vice-Chairman
Paul S. Alpert
Artie Crocker
Natasha Espada
Staff
Lee Newman, Director of Planning and Community Development
Alexandra Clee, Assistant Planner
Karen Sunnarborg, Community Housing Specialist

PURPOSE

The Planning Board is charged with broad statutory responsi-bilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications
- Outdoor Restaurant Seating Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, Public Hearing and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and develop-ment in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

FY 2022 ACCOMPLISHMENTS AND ACTIVITIES

Organization/Staffing

Fiscal Year 2010 saw the creation of a Planning and Community Development Department. Previously, the four-community development and land use functions had been performed in three Departments namely, Planning, Conservation, and the Board of Appeals. Under the 2010 reorganization the Planning and Economic Development functions were retained under a single budget and the Conservation and Zoning Board of Appeals budgets were combined to create a new "Community Development" budget. A Director of Planning and Community Development was appointed with oversight of both the Planning and Economic Development budget and Community Development budget. A new Administrative Assistant position was created to support the Planning, Economic Development, Conservation and Zoning functions of the Department. The goal of the reorganization was to meet the identified needs of the then existing departments, to improve operational efficiency, and to enhance service delivery. In Fiscal Year 2013, the Planning and Economic Development Department added a part-time Community Housing Specialist position. The Housing Specialist provides administrative and technical support relating to affordable housing issues, coordinates the efforts of various town boards and committees in the development of affordable housing opportunities, and assists in the implementation of the Town's Community Housing Plan. In Fiscal Year 2016 a further consolidation occurred with the merging of the Planning, Economic Development, Conservation and Board of Appeals budgets into a single Planning and Community Development budget. In Fiscal Year 2021 the Economic Development Director position was reclassified to Economic Development Manager and the position was moved from the Planning and Community Development Department to the Select Board under the Town Manager. Additionally, a Recording Secretary position was added to the Department to support the regulatory functions of the Design Review Board. Lastly, on September 14, 2021 the Personnel Board approved the retitle and reclassification of the Administrative Specialist for the Zoning Board of Appeals to a Zoning Specialist to adequately meet the professional and administrative demands of the ZBA. We believe that the reorganization has been successful in improving operational efficiency and interdepartmental coordination and thus has enhanced service delivery to Needham's constituents.

Covid-19 Protocol and Department Transition

With the advent of the Covid-19 pandemic, the Planning and Community Development Department transitioned to a work protocol which was totally remote and where the permitting obligations across all divisions were re-envisioned in this new environment. To that end, the Department set up an electronic permitting protocol which allowed the Planning, Conservation and Zoning Board of Appeals (ZBA) divisions to continue to meet their respective statutory permitting obligations remotely and without interruption. Applications were accepted remotely, filings were made with the Town Clerk, decisions were signed and recorded at the registry all in the post Covid-19 environment as had been the case before the pandemic. Tasks which needed attention in the office with physical attendance were coordinated across staff and times in the office were coordinated to assure there was no in-person staff interaction. Meetings with applicants were held remotely with zoom and with other Departments such as Building, Police, Fire, Engineering participating as necessary. All Board meetings and public hearings were moved to the zoom format as well. Lastly, the Design Review Board which had long been the least formal in its meeting format was moved to electronic filing and staffing consistent with the remainder of the division. Although it was a challenging time of learning new tools and designing new methods for accomplishing Department goals, Department staff were successful in keeping the Department running smoothly and in assuring that the Board's served were able to meet their statutory obligations. In July of 2021, the Department moved to providing on-site staff coverage across its all its divisions during normal business hours. Operational improvements accomplished during the most active part of the pandemic such as electronic permitting and remote meetings with applicants and other Departments have continued. The Planning Board resumed in-person meetings in July of 2022 under the hybrid format. Further all Boards which the Department serves namely the Planning Board, Conservation Commission, Board of Appeals and Design Review Board continue to meet under the zoom meeting format.

Permitting

In its capacity as a special permit granting authority, the Planning Board in FY2022 processed twenty (20) applications as "Major Projects" under the Site Plan Review By-Law. This represented an increase of 7 applications filed over the pandemic fiscal year of 2021 where filings totaled 13 applications. Permitting activity for FY2022 returned to pre-pandemic levels of 20 applications per year and is expected to remain at the historic level moving forward. In addition, the Board reviewed and approved one (1) subdivision plan, and four (4) plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plan's met minimum frontage require-ments. The Board of Appeals referred twenty-six (26) applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals were warranted.

During the fiscal year the Department continued its practice of tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the decision; and between the Board's action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business days of permit issuance by the Board. The articulated goals were met in one of the three studied criteria in FY2022. During the affected timeline 20 new Special Permit applications and 1 Subdivision application were processed. Public hearings were held on average within 33 days of application receipt, decisions were issued within 33 days of the close of the public hearing, with written decisions filed with the Town Clerk within 6 days of permit issuance. Although the goal of issuing the Special Permit Decision or Subdivision Decision within two weeks of the close of the public hearing (16 day average actual) and of recording all decisions with the Town Clerk within 5 days of permit issuance was not met (6 day average actual) this delay was due to one outlier project permit which when excluded from the review indicates decisions were issued within 10 days of the close of the public hearing, with written decisions filed with the Town Clerk within 5 days of permit issuance. Total average time required to process an application was 69 days with a minimum of 14 days and a maximum of 292 days.

Needham Crossing Business Center Planning

The Planning and Community Development Division has focused on the recommendations outlined in the Needham Crossing Business Center Planning study completed in the fall of 2011 and its implementation at the Center 128 project site. Most specifically, the Planning and Community Development Division continues to oversee the permitting and build-out which is occurring within the New England Business Center and the Center 128 project in particular. Plan review and permitting for Center 128 comprising three components were conducted by the Division as follows: Center 128 West, Center 128 East, and the 2nd Avenue Residences.

The Center 128 West Development, approved by the Planning Board in April of 2013, consists of: (a) four office/research and development buildings with a total combined square footage of approximately 740,000 square feet; (b) two free standing parking garages (to contain a combined 3,525 parking spaces); (c) 117 surface parking spaces; (d) a hotel comprising approximately 89,740 square feet and containing 128 guest units, together with (e) associated driveways, landscaping and other associated site improvements. A portion of the development has been constructed, which includes the hotel, building 3 (currently occupied by TripAdvisor, Inc.), a portion of Garage B (2,070 spaces) and 153 interim surface parking spaces. Accordingly, three (3) office buildings (Buildings 1, 2 and 4) with an aggregate of approximately 452,000 square feet, Garage A, a portion of Garage B, and the remaining associated landscaping, driveways and other site improvements have yet to be developed.

In October 2020 Boston Children's Hospital filed a special permit application with the Planning Board seeking to amend the approval for Center 128 West. The Applicant is seeking to construct Building 1 as an approximately 224,000 square foot Pediatric Medical Facility, to complete the construction of Garage B by adding 530 parking spaces and to construct an interim surface parking lot with 105 spaces at 37 A Street. Building 2 and Building 4 are expected to be constructed later and the approved use is currently expected to remain office as set forth in the existing special permit. The special permit amendment for this project was issued by the Planning Board in January 2021. Construction of the Pediatric Medical Facility is expected to commence during the spring of 2023.

The Center 128 East Development, approved by the Planning Board in November of 2015, includes 420,429 square feet of office space, 19,000 square feet of retail space, a 128-room hotel and surface parking area. Components of the Center 128 East completed project include: the expansion of Parking Garage B at Center 128 West to accommodate the redevelopment planned at Center 128 East, the renovation and occupancy of the building located at 77A Street to accommodate the SharpNinja headquarters and the renovation of the building located at 189 B Street to accommodate the new NBC Universal headquarters. Construction of the hotel and retail space remains to be completed under the project.

In summary, Center 128 at completion (with the Boston Children's Hospital amendment) will include a Pediatric Medical Facility, three new office buildings and two renovated buildings totaling 1,160,400 square feet, two 128-room hotels, and 19,000 square feet of retail space. Parking for 4,100 cars distributed across 3 structured parking garages along with surface parking for 778 cars is also planned. The combination of elements will represent a major step forward in the implementation of the vision developed for the district. Lastly, the construction of the 2nd Avenue Residences comprising 390 residential housing units and associated structured parking at 2nd Avenue was completed in the spring of 2018 with full rent-up completed in the fall of 2019.

Securing grants for roadway improvements in the Needham Crossing area to complement the anticipated build-out continues to be a Departmental priority. Having successfully applied for grants with the City of Newton (MassWorks) to expedite the Highland Avenue corridor project, the Division continues to work with Newton, MassWorks and the Boston Region Metropolitan Planning Organization (MPO) to guide the project's implementation and to make sure that Needham's interests are represented and protected. Additionally, the Planning and Community Development Division continues to work with Newton to try to locate funding for an engineering feasibility study of the unused MBTA rail running parallel to Needham Street and Highland Avenue. Both municipalities realize that mass transit is the only way to realize full economic development within the N^2 corridor.

Needham Center Planning

The Planning and Community Development Division further continued with implementation of the Needham Center Planning effort. The Planning Board has initiated a review of the zoning plan

which was established for Needham Center and the Lower Chestnut Street area through the Overlay District to determine if it is meeting its stated objective of establishing a pedestrian friendly streetscape with multi-use development in the form of a traditional New England Village. Further, the Department and Planning Board are coordinating with the BI Deaconess Needham hospital as it finalizes its master plan for the hospital's Needham campus and considers redevelopment opportunities along the Chestnut Street corridor.

MBTA Multi-Family Zoning Districts Guidelines under Section 3A of the Zoning Act

In January 2021, Governor Baker signed Chapter 358 of the Acts of 2020 into law, which requires each MBTA community to have "a zoning ordinance or by-law that provides for at least 1 district of reasonable size in which multi-family housing is permitted as of right." The statute requires that: (1) the housing cannot have age-restrictions and must be suitable for families with children; (2) the zoning must allow for at least 15 units per acre; (3) the district must be within 0.5 miles from a commuter rail station, subway station, ferry terminal or bus station; and (4) non-compliant communities will be ineligible to receive state funds from the Housing Choice Initiative, the Local Capital Projects Fund, and the MassWorks infrastructure program.

The Massachusetts Department of Housing and Community Development (DHCD), in consultation with the MBTA and MassDOT, is responsible for establishing guidelines for implementation and determining if communities are compliant. This legislation is part of a broader effort to encourage transit-oriented development and address the state's housing shortage, in terms of both the number of units and types of housing stock available.

In August 2022 DHCD released a set of guidelines for how communities can comply with this new multi-family zoning requirement. The DHCD guidelines classify Needham as a commuter rail community which requires that the Town zone to permit a housing unit capacity equivalent to 15% of the Town's total number of existing housing units. As the Town's 2020 Census count was 11,891 housing units, Needham's minimum unit capacity of 15% is 1,784 units.

The guidelines further detail a timeline for compliance. By January 31, 2023, Needham must submit a proposed action plan, including a timeline for any planning studies, community outreach activities, or other actions to create a compliant zoning district. By December 31, 2024, compliant zoning must be adopted by the Town or continued funding under the Housing Choice Initiative, the Local Capital Projects Fund, and the MassWorks infrastructure program will no longer be available to the community. Development of the action plan and associated compliant zoning remains a high priority for the Department.

Affordable Housing Trust, Small Grant Repair Program and Emergency Rental Assistance Program

The Housing Division supports the Town's efforts to promote and maintain affordable housing opportunities in partnership with the Needham Housing Authority (NHA), non-profit and for-profit

developers and service providers, other Town departments, as well as other public entities. The Housing Division also provides professional support to collect and analyze housing-related data, coordinates potential affordable housing initiatives, monitors affordability for several housing developments, ensures compliance with funding sources, and addresses inquiries related to housing issues. Another important activity involves the staffing of the Needham Affordable Housing Trust which was established in 2018 to serve as the Town's entity for overseeing housing issues and managing a dedicated fund in support of affordable housing initiatives. The Fund has been receiving funds related to the monitoring of affordable housing units, including resale fees as affordable homeownership unit's turnover.

The 2019 Annual Town Meeting approved $50,000 in funding from the Town's General Fund to introduce a new Small Repair Grant Program. The 2021 and 2022 Annual Town Meetings each appropriated an additional $50,000 in funding to continue program benefits for eligible Needham residents. The Small Repair Grant Program provides financial assistance to low-and moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to $5,000 in grant funding is currently available per participant, and applications are evaluated and prioritized based on the extent of the health and safety problems and the financial need of the applicants. Eligible applicants must be 60 years or older or have a disability with incomes at or below 80% of area median income. Grants are awarded during two funding rounds per year. Eligible work items include minor plumbing or electrical work, light carpentry, doorbell switches, window or door repairs or replacements, railing repairs, broken or clogged gutters or downspouts, step or porch improvements, work on locks, smoke/CO2 detectors, weather stripping, bathroom grab board, raised toilets, hand-held shower heads, among others.

To date, a total of $108,328 has been committed under the program. This leaves a current balance of $41,672 available on which an additional funding round is anticipated for January 2023. The Department plans to submit a further request for $50,000 in funding for the Small Repair Grant Program from the Town's General Fund for the 2024 fiscal year.

The Town of Needham introduced the Emergency Rental Assistance Program (ERAP) in the 2021 fiscal year to provide temporary financial support for qualifying Needham renters who had suffered a reduction in income due to the pandemic. Town Meeting approved $120,000 in funding from Community Preservation Funds on October 4, 2020, and an additional $50,000 in funds were secured as part of the Massachusetts Covid-19 Relief Fund through the Foundation for Metro West.

Through a Request for Proposals (RFP) process, the Town selected the regional non-profit housing organization, Metro West Collaborative Development (Metro West CD), as the Program Administrator. Metro West CD proposed an administrative fee of $450 per participant to support its program oversight, including an additional $50 per participant for any recertification work related to potential extensions of benefits. The Program included the following major provisions:

- Provide up to six months of rental assistance, paid directly to landlords, at 50% of rent and a monthly cap of $1,500.

- Participants must have a total household income at or below 80% of area median income for the Boston-Cambridge-Quincy area adjusted for household size, the limits of which are included in the following table.

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons
Income Limit @ 80% AMI	$70,750	$80,850	$90,950	$101,150	$109,150	$117,250

- Applicants also had to demonstrate reduced income due to COVID-19.
- Qualifying households living in any private rental unit, including Chapter 40B rental units, would be eligible for assistance.
- Households currently receiving government-funded rental assistance such as Section 8, MRVP or RAFT were not eligible. Households living in public housing or in units subsidized with Project Based Section 8 were also not eligible.

The Program supported a total of 23 households and committed a total of $147,756 in benefits. It also involved the expenditure of $10,394.50 in funds to cover administrative costs for Metro West CD's operations resulting in a total of $158,150 out of the total $170,000 allocated. This left a balance of $11,850 that can be returned to the Town's Community Preservation Fund. There remains the potential that up to $100,000 of CPA funds committed and expended for payment assistance may be reimbursed to the Town, and ultimately the Community Preservation Fund, through the federal CARES Act.

Other Planning Studies

Planning Studies currently underway are as follows:

Affordable Housing Plan: The Town of Needham has not had an approved Housing Plan in place since 2007, although it has made considerable progress in producing affordable housing since then, adding 894 new affordable units and surpassing the state affordability goal of 10%. Despite reaching this threshold, the Town recognizes that significant unmet housing needs remain in the community, particularly in the context of unprecedented housing prices and the pandemic. Consequently, the Planning Board is revisiting its housing agenda by obtaining updated documentation on the local housing dynamic and is preparing a Housing Plan to strategically address identified priority housing needs.

The preparation of the Housing Plan is using a similar process to that established for the 2007 Affordable Housing Plan. First, a Working Group of representatives from appropriate boards and committees to work with staff from the Planning and Community Development Department in overseeing community outreach and preparing the document has been appointed. The composition of the Working Group includes 2 representatives of the Planning Board, 2 from the Select Board, 2

at-large members, as well as a representative from the Housing Authority, Board of Health, School Committee, Community Preservation Committee, Council on Aging, and Finance Committee.

Second, the planning process established incorporates an inclusive public process to engage local leaders and residents in the process of establishing local housing priorities. This process includes the following major components: (1) Interviews with housing stakeholders including representatives of the Needham Housing Authority, Council on Aging, League of Women Voters, Equal Justice Needham, etc. (2) Community workshops that include small breakout group activities that engage participants in a local visioning process on housing, allowing residents to weigh-in on key questions related to housing challenges, goals, and priority actions. (3) A community housing survey to obtain input on local needs and key approaches to address these needs. (4) A final community-wide meeting to present the Plan and obtain further input.

Key components of the Plan will include the following: (1) An Executive Summary that highlights the key takeaways from the Plan. (2) A list of community housing goals that would include the results of the visioning process as part of the first community housing workshop. (3) A Housing Needs Assessment that provides documentation on key indicators of need. (4) A Strategic Action Plan that includes the actions that the Town will pursue to promote greater housing diversity and affordability including the timeline for implementation and responsible entities. (5) A list of local and regional housing organizations and entities. (6) A glossary of housing terms. (7) A summary of housing-related regulations and resources. This planning study began in September of 2021 and is expected to conclude in December of 2022.

Rezoning Initiatives

In Fiscal Year 2022 two zoning initiatives as described below were adopted by Town Meeting. Both articles were presented at the October 2021 Special Town Meeting.

Article 4. Amend Zoning By-law – Outdoor Dining

Under current zoning rules, the Planning Board may permit seasonal temporary outdoor seating at restaurants with waiter or waitress service on private property and the Select Board may permit such use on public property. This is implemented through an expedited permitting process (minor site plan review) where the outdoor seating meets the following criteria: (1) The outdoor seating is provided during the temporary outdoor seating season defined as April 1 thru October 31; (2) The outdoor seating is not located on a designated or required landscape area, parking lot, or driveway aisle; (3) The outdoor seating is not located on a parking space within a public way; and (4) The outdoor seating does not increase the restaurants overall seating capacity by more than thirty percent. Restaurants seeking outdoor seating outside of these criteria must currently seek a formal special permit from the Planning Board for seating located on private property. No authority is currently provided to the Select Board to deviate from the above-noted rules on public property.

This article will now extend the circumstances under which the Planning Board and Select Board may authorize seasonal temporary outdoor seating. First, the article extends to all eat-in restaurants

the expedited permitting process (minor site plan review) currently only afforded to restaurants with waiter or waitress service. Second, the article grants to the Select Board the discretion to approve the use of a parking space located either in a municipal parking lot or within a public way for outdoor seating where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, will be adequately provided for. Third, the article grants to the Select Board the discretion to allow outdoor seating outside of the normal temporary outdoor seating season of April 1 thru October 31. The intent of these modifications is to enable the outdoor seating protocols that were put in place during the pandemic and which are now not permissible under the current regulatory scheme.

Article 5. Amend Zoning By-Law – Chestnut Street Business District Front Setback
This article is a technical correction to the zoning by-law designed to clarify historic interpretation and practice as relates the front yard setback requirement for lots located within the Chestnut Street Business District. In 1990 when the Chestnut Street Business District was created the front yard setback requirement for the District was established at ten (10) feet for all buildings except for those located along both sides of Chestnut Street where a front yard setback of twenty (20) feet was required. This was the recommendation for the Chestnut Street Business District contained in the 1989 Needham Center Planning Study. The amendment offered above now clarifies the front yard setback requirement of ten (10) feet for all lots fronting on Keith Place, Oak Street, Chestnut Place, Clyde Street, Marsh Road, and Junction Street in the Chestnut Street Business District consistent with the recommendations of the 1989 Needham Center Planning Study.

Future Challenges

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan, the Land Use and Zoning Plan for the Needham Crossing Business Center and the now in progress Affordable Housing Plan. Securing compliance with the MBTA Multi-Family Zoning Districts Guidelines under Section 3A of the Zoning Act required by December of 2024 is additionally a key priority.

In closing, the Planning Board welcomes your participation in any of its meetings and your expression of agreement or disagreement on positions the Board has chosen to take regard-ing the development of the Town.

DESIGN REVIEW BOARD

Mark Gluesing, Chair
Deborah Robinson, Vice Chair
Susan Opton, Member
Chad Reilly, Member
Stephen Tanner, Member
Robert Dermody, Alternative Member
Len Karan, Alternative Member

Staff
Elisa Litchman, Administrative Specialist
Rana Mana-Doerfer, Recording Secretary

Purpose

The Design Review Board serves the community by reviewing the design of all new commercial structures and outdoor uses, exterior additions, exterior alterations, and exterior changes in all areas as specified in section 7.7.2.2 of the Zoning By-Laws. They review requests for all sign permits, as required under Article XIX of the Needham General By-Laws. Applications that are submitted to the Board are generally initiated by businesses, developers and sign companies. Projects under review by the Planning Board such as major site plan projects, and minor site plan projects are also reviewed by the Design Review Board. They provide comments and recommendations for consideration by the Planning Board in their decisions. The DRB reviews applications for retaining walls under review by the Zoning Board of Appeals, and provides comments and recommendations. Appeals to the Sign-By-Law and special permits as allowed in the General By-Laws are reviewed with a public hearing before the Design Review Board.

The Design Review Board (DRB) consists of five regular members and two alternate members. Three regular members are appointed by the Planning Board where one such regular member is either qualified in the art or design profession and the second regular member is either qualified in fine arts or landscape design. Two regular members and two alternate members are appointed by the Select Board where one such regular member is either qualified in the art or design profession and the second regular member has a retail business in the town. The Board is required to meet monthly, and generally meets two times a month.

The Planning Department provides a recording secretary to attend the DRB meetings and compile meeting minutes to comply with requirements of the Massachusetts Open Meeting Law. With the use of Zoom since June 2020 the recording secretary has been able to produce the minutes for all meetings and in the case where she could not attend, she was able to access the Zoom recordings.

In FY2022, the DRB met formally a total of seventeen (17) times and held a total of five (5) public hearings for special permits. The Board conducted site plan reviews for nine (9) projects that were being heard by the Planning Board and in one case, the Zoning Board of Appeals. The DRB provided their comments and recommendations to those boards for consideration. The site plan

reviews that were presented and discussed at the DRB meetings were diverse and some very significant. Of the nine site plan reviews seven were for: a redevelopment parcel at 1688 Central Avenue for a daycare facility, 0 Olin Way for the construction of a batting cage building at Babson College, the renovation of the school administration building at 1330 Highland Avenue, the redevelopment of 557 Highland Avenue, the former Muzi Ford site, a rooftop deck at 140 Kendrick Street owned by Boston Properties, the Town Common renovation project, and the redevelopment of 100 West Street for use as an assisted living facility. Projects undergoing submission to the Planning Board do not pay a DRB fee. During FY2022, the DRB collected a total of $1,822 in fees in fulfilling its regulatory function as noted below.

Table: Design Review Board Meetings, Public Hearings & Fees

Fiscal Year (July 1 - June 30)	Number of DRB Meetings	Number of Public Hearings (Special Permit)	By-Law Fees Collected	# of Applications Reviewed	Site Plan Reviews
FY 2019	21	3	$2,750.00	71	6
FY 2020	16	6	$1,671.00	55	2
FY 2021	19	7	$3,172.00	69	8*
FY 2022	17	5	$1,822.00	58	9*

*One of the site plan reviews was for a ZBA case.

In March of FY 2022 the DRB also assisted local restaurant businesses in their option to continue providing outdoor dining following the end of the Covid emergency declaration and for the period beginning in the spring of 2022. Outdoor dining had been allowed on an interim basis during the Covid pandemic 2020 to support the local businesses however, after the governor's order relaxing restrictions with regard to outdoor dining expired, Needham restaurants were not allowed to continue to provide such outdoor dining absent a formal approval through either the Planning Board for seating located on private property or Select Board for seating located on public property. During this period, the Design Review Board reviewed four (4) outdoor dining applications that restaurants submitted to the Planning Board. Restaurants provided photos of the proposed seating, décor, lighting, for the Board to review. All four were approved.

In addition to the restaurants in town, the DRB assisted in the government sponsored Pop-up retail shop program in town. This program has helped local landlords to secure rent for set periods when their storefronts have been empty. Amy Haelsen, the Economic Development Manager assisted commercial space landlords in town by working with businesses wanting to lease space for the months of July and August. The DRB and staff support developed a process to review these short-term signs. Several storefronts were occupied successfully for the few months. If the business decides to stay longer, they are required to propose more permanent signage to the DRB.

Finally, the Board had a change in its membership. In December 2021 Nelson Hammer, a longtime member with valuable expertise in landscape design/architecture and extensive knowledge of plants, their growth rates, shapes and color, resigned from the Board. In February 2022 Susan Opton, also a landscape designer was appointed to the Board to fill the vacancy.

ZONING BOARD OF APPEALS

Members

Jon D. Schneider, Chair
Jonathan D. Tamkin, Vice Chair
Howard S. Goldman, Member
Kathy Lind Berardi, Associate Member
Peter Friedenberg, Associate Member
Nikolaos M. Ligris, Associate Member

Staff

Daphne M. Collins, Zoning Specialist

Purpose

The Zoning Board of Appeals is a quasi-judicial body that serves the community by hearing and making decisions on applications for special permits, variances, 40B comprehensive permits, and appeals to decisions of the Building Inspector. Most matters that come before the Board are initiated by residents or businesses seeking relief under the Town's Zoning By-laws. Each application is processed in accordance with the legal requirements established under the Massachusetts Zoning Act, the Town's Zoning By-laws and the Board's Rules and Regulations. The Board also handles Comprehensive Permits under Chapter 40B which are initiated by developers seeking to build multi-family dwellings that do not comply with local zoning. Under Massachusetts General Laws, Chapter 40B the Board acts for all Town agencies and is governed by the rules and regulations of the Massachusetts Department of Housing and Community Development.

The Board of Appeals consists of three regular members and two associate members appointed by the Board of Selectmen, as authorized and established by Massachusetts General Laws, Ch. 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

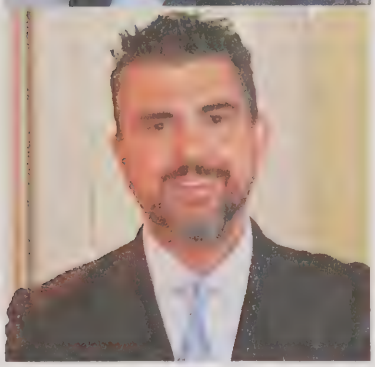
FY2022 Statistics

The Board of Appeals conducted twenty-eight (28) public hearings and listened to six (6) informal/administrative matters. The Board of Appeals received twenty-three (23) applications – twenty-one (21) relating to special permits, one (1) involving a variance, and one (1) appeal of a building inspector decision. The Board issued twenty-three (23) decisions in FY 2022. Informal/administrative matters included a permit renewal for the temporary sale of Christmas Trees; presentation by the Needham Platform Tennis Club as to their operations; discussion of whether to meet in person or continue meeting remotely; In Memoriam for Anthony DelGaizo, Town Engineer; and the adoption of the vision statement for racial equity.

The FY2022 Decisions reflect a wide range of matters: residential use; commercial use; a renovation of a public building; expansion of a religious use; demolition and reconstruction of two-family units and single-family residences; parking waivers; additional garages; and alterations to non-conforming structures. The Decisions authorized the expansion of two nursery schools, the relocation of a ballet school, the opening of a new private school to teach coding and an adult day health program.

In FY 2022, the Board of Appeals collected $6,700 in application fees.

Highlights



Kathy Lind Berardi, Associate Member Resigns. The Board bid farewell to Ms. Berardi after serving for ten years on the Zoning Board of Appeals. At her last meeting in December the Board presented her with a Proclamation recognizing her commitment and contributions to the betterment of Needham through her participation in over 250 Board Decisions made during her tenure.

Nikolaos M. Ligris Appointed as New Associated Member. In January 2022, the Board welcomed the Select Board's newly appointed member Nik Ligris to fill the vacancy created by the departure of Ms. Berardi. Mr. Ligris is a transactional real estate attorney.

Temple Beth Shalom - 670 Highland Avenue. The Board granted an Amendment to a Special Permit issued in 2015 to permit religious, educational and day care uses on two acquired abutting properties at 284 Webster Street and 28 Greendale Avenue. 284 Webster Street is to be demolished and reconstructed as a parking area; 28 Greendale Avenue's existing single family and garage are proposed to be adapted for religious education purposes. The Board listened to concerns raised by the neighborhood; various conditions were incorporated into the Decision. Waivers to the parking number and parking design were also granted.

670 Highland Avenue - Landscape Plan, Hammer + Walsh Design, Inc.

Emery Grover Building – 1330 Highland Avenue. The Board granted a Special Permit to the Town of Needham Permanent Public Building Committee to allow the change, extension, alteration, enlargement, or reconstruction of a preexisting non-conforming building and to waive the required number of parking spaces and parking design requirements. This Decision authorized a full "core and shell" renovation of the Emery Grover Building, a National Registered Historic Place, built in 1898, to allow its continued use by the Needham School Administration.

Northwest Exterior

1330 Highland Avenue - Proposed Elevation, Bargmann Hendrie + Archetype, Inc.

Tippet House - 970 South Street – The Board granted a Special Permit to Southpoint, Inc, a not-for profit, to allow the renovation and repurpose of the Tippet House to be used as a professional educational center, whose mission is to counter burnout in healthcare workers and first responders through transformative educational coursework. The facility would include living quarters in the upper floors. The renovations are limited to interior changes with minor exterior alterations. No expansion of the structure, no additional floor space and no additional buildings or structures are proposed to this 5.8-acre lot.

BUILDING DEPARTMENT

David A. Roche, Building Commissioner
Erik J. Tardif, Asst. Building Commissioner
Jim F. Grover, Local Building Inspector
Bernard E. Ashley, Local Building Inspector
Larry V. Di Bona, Plumbing & Gas Inspector
Cyril R. Kavanagh, Assistant Plumbing & Gas Inspector
Scott W. Chisholm, Wiring Inspector
Eric Woods, Assistant Wiring Inspector
Lyn B. Heintz, Administrative Specialist
Richard R. Rutherford, Department Assistant
Sheila M. Whisler, Department Assistant

Purpose

It is the objective of the Building Department to ensure the quality of life of those who live, work and visit Needham by promoting safety in the construction, use and occupancy of buildings throughout town.

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with:

- Zoning By-Laws
- Massachusetts State Building Code
- Massachusetts State Fuel, Gas and Plumbing Code
- Massachusetts State Electrical Code
- Town of Needham Sign By-Law

For Public Safety, The Massachusetts State Building Code also requires this department to inspect public buildings and places of assembly. This includes all:

- places of worship
- day care sites
- state group homes
- nursing home facilities
- Beth Israel Deaconess Hospital
- Charles River Center
- public schools
- private schools
- school dormitory buildings
- apartment buildings
- hotels
- restaurants

All require inspections throughout the year to ensure that these structures comply with the building codes for public safety, ingress and egress.

Personnel Changes

The Building Department hired one part-time Assistant Wiring Inspector; This Inspector resigned after a few months of service.

FY2022 Highlights

- 4,688 permits issued
- $2,531,894,00 collected in fees
- 9,054 inspections performed, *plus* emergency calls from Police and Fire
- Major Projects:
  - Completion of Fire Station I, Public Safety Headquarters, and Fire Station II
  - St. Sebastian's School major mechanical upgrades for classrooms and hockey rink
  - Commercial renovations
    - 140 Kendrick Street
    - 189A Street
    - 117 Kendrick Street
    - 9 B Street
  - Heather Lane Subdivision lots released

Activity Compared with Recent Years: Number of Permits

	FY2019	FY2020	FY2021	FY2022
New Single-Family Dwellings	74	78	70	93
New Two-Family Dwellings	9	13	5	2
New Multi-Family Dwellings	0	0	0	1/ 8 Unit
New Non-Residential Buildings	3	2	0	0
Accessory Dwelling Units		2	3	0
Demolitions - Residential	84	77	69	91
Demolitions – Non-Residential	3	3	0	3

NEEDHAM FIRE DEPARTMENT

Thomas M. Conroy, Fire Chief

Purpose

The mission of the Fire Department is to provide the Town of Needham with an effective, well-trained team of professionals to protect the lives and property of its residents. This mission is achieved through providing fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education.

FY2022 Highlights

- With the relaxing of COVID-19 restrictions, the Fire Department resumed in-person meetings, daily training in groups and station tours, to mention a few, all while still exercising precautions to prevent the spread of the virus.
- In July, the annual 4th of July parade returned on a slightly smaller scale than previous years. The Fire Department participated as always along with members and apparatus from surrounding Towns and we were glad to be a part of it again.
- Jeff Wade retired in August of 2021 after almost 33 years of services.
- Ernest A Steeves passed away in October 2021 RIP. Having retired from the Department as Deputy Chief of Operations, Ernest worked as a part time office specialist in the administration office.
- In November the Muzi Ford and Chevrolet dealerships ceased operations after 90 years in business. Bullfinch purchased the property with the view for development on the site. The Fire Department worked closely with the new owners to coordinate the safe demolition of the existing structure on the 9.4acre property.
- In November, personnel, vehicles and equipment all moved into the new building for Station 2 on Highland Ave. This state-of-the-art building completes the Fire Departments vision of having safe buildings on both sides of Town.
- The 19th century historical bell which was made in 1887 by Blake Bell Company of Boston is displayed prominently above the entrance of the building. Over the years, this bell served as a school bell and fire alarm for the Chrles River area of Town.
- Having been halted in 2020, we once again had the Blue Tree lighting in Town and the event was kicked off by the arrival of Santa Claus on a Needham Fire Truck.
- Five new Fire Fighters/Paramedics: Brendan Sullivan, Ryan LeBlanc, David Maloof, Michael Trevisone and Daniel Helbach, were hired to fill vacancies on the Department.
- Anne-Marie Condon was hired in January 2022 as the Fire Business Manager.
- In February Harvey's Hardware succumbed to an electrical fire in the basement of the building to which the Fire Department had a rapid and intense response. This mainstay in Town for almost 70 years has since closed much to the regret of the community.
- In February, the Fire Department was joined by the Police Department when they moved into their new headquarters in the joint Public Safety building.
- The department took delivery of a new ambulance (Rescue 2) as part of our fleet replacement program. Greenwood Fire Apparatus followed delivery with training for all firefighting personnel on the vehicle's various features, mechanisms, and functions.

- The Department responded to 4,009 emergency incidents of which 2,613 were EMS related with 2,230 transports. Of these transports, 107 were mutual aid related assisting our partners in surrounding towns. Fire Inspection and Prevention responded to 1,009 calls for service. These overall numbers were up by 28% from the same period last year due to the easing of the COVID pandemic and the associated lockdown periods, which resulted in an increase in athletic injuries, auto accidents and other incidents.
- Among the incidents the Department responded to, was a destructive house fire on Aletha Road. Many firefighters from surrounding departments also responded to the scene and although there was heavy damage to the home, there were no injuries as a result of the incident.
- Department personnel received several training sessions. Some included:
    - Multi gas meters and hydrogen cyanide meters. These meters are used to detect dangerous levels of gases to protect workers in any environment by assessing the four main gases Oxygen (O2), Carbon Monoxide (CO), Hydrogen Sulfide (H2S), Methane (CH4), or other combustible gases. This training was funded by a grant from the Department of Fire Services
    - The SCBA maze (Drager Maze) was on-site at station 2 in January. Personnel had the opportunity to train on a configured maze where firefighters move through tubes to maintain their skills to navigate low-profile, dark smoke-filled environments all while maintaining their air consumption while using SCBA. This is a very valuable training where personnel are in direct contact with an instructor in a control room. It is funded by the Mass Fire Academy.
    - Another Mass Fire Academy funded training is the live fire training where trainees run through multiple scenarios with movable wall panels and many props to learn how to combat kitchen, bedroom and living room fires. Scenarios include moving hose lines up and down through a structure while wearing full personal protective equipment.
    - Lieutenants Ceurvels and Fandrey went to class and upon train-the-trainer certification, trained the groups on Fire Dynamics Lab, Basement Fire Dollhouse,

Basement Fire Attack with Limited Access, Water Mapping, Size-up and Thermal Imaging, Live Basement Fire Evolutions.
  - Ice rescue where firefighters received training to operations level on ice rescue, be it a person or an animal. This training was carried out while wearing cold weather suits and using a state-of-the art ice sled.
- Firefighters took part in many charitable fundraising events including The Boot Drive for Muscle Dystrophy Association, the sale of t-shirts for Breast Cancer awareness and The Big Climb for the Leukemia and Lymphoma Society. All these efforts helped to raise money for important causes in our community.
- Emergency Management led the Local Emergency Planning Committee in the development of Needham's first Hazard and Vulnerability Assessment since 2017. The Hazard and Vulnerability Assessment enables better preparedness and allocation of planning, training, and capital resources, by providing Town leadership with a defined list of the highest relative risks facing Needham.
- Emergency Management led Town and outside partners in a table-top exercise of a hazardous materials release scenario at the Recycling and Transfer Station, increasing inter-agency coordination and identifying areas for improvement.
- In June of 2022, the new Public Safety Headquarters along with Fire Station 2 received their formal dedication. The ceremony celebrated the culmination of years of work by the Town and support from the community to construct facilities that are modern, welcoming and safe for our public safety employees.

NEEDHAM POLICE DEPARTMENT

John J. Schlittler, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the Department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility.
The Police Department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

POLICE DEPARTMENT EMPLOYEES

During the year the full-time staff included:

- 53 sworn police officers
- 5 public safety dispatchers
- 1 Animal Control Officer
- 2 Civilian Clerical Staff
- 1 Mechanic and 1 Custodian
- In addition, the Department maintained nineteen traffic crossing supervisors to staff school traffic crossings.

PERSONNEL CHANGES FY2022

- Detective Adrienne Anderson resigned after 7 years of service.
- Officer Sean Bardol transferred to Needham Police from Boston Police.
- Stacy Poutas was hired in the Records Division
- Kelsey Cournoyer was hired as a Crime Analyst.
- Christine Mooney was hired as a Public Safety Dispatcher.
- Crossing Guard Georgina Ruetenik retired.
- Susan Robertson was hired as a Crossing Guard.
- Kelsey Burke joined the Department (in partnership with the Dedham Police Department) as a Law Enforcement Clinical Support through Riverside Community Care.

DEPARTMENT ASSIGNMENTS FY2022

- Officer RJ Poirier was assigned to the Detective Division.
- Officer Joseph Brienze was assigned as a School Resource Officer

The Department continued to participate in regional activities with other area police departments to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

Officer Rocket, a certified Community Service Dog, continued to be a valuable supplement to Needham Police Department resources. The functions of Rocket include providing interactions with members of our community to reduce anxiety and increase communication between police officers and members of the public, to provide comfort for people during times of crisis, and to provide aid and comfort to individuals, groups and communities impacted by violence, tragedy, or traumatic events. Rocket is also a beneficial tool in fostering dialog and communications between the Needham Police Department and the community we serve. Rocket provides another option in the Department's community policing efforts, particularly in partnership with the Department's School Resource Officers and Crisis Intervention Team.

TECHNOLOGY & PROJECTS FY2022

- On February 22, 2022 the Department moved in to the new Public Safety Building from temporary headquarters at Hillside Elementary School. The project took approximately two years from the move out of the old building on School Street to the new building on Chestnut Street. The new building was dedicated on June 30th. There was a large crowd in attendance and tours of the new building were conducted. The Department is very thankful to everyone who made this new building possible, especially the residents of Needham.

- Sworn officers of the Department completed various trainings to comply with the Massachusetts Police Training Council (MPTC) Annual In-Service Training requirements. The trainings included Responding to Emergencies Involving the Mentally Ill, Cultural Competency, CPR and 1st Responder, Mass Gatherings, Legal Updates, De-Escalation / Use of Force, Human Trafficking, Mental Wellness, Critical Incident Stress Management, and Suicide Prevention. Officers also completed Firearms Training utilizing the indoor range in the new Public Safety Building. Officers also recertified in Taser Certification.

- The Department continued its involvement in the Community Crisis Intervention Team (CCIT). The team is a community partnership with multiple agencies including the Board of Health and Fire Department. The primary objective is to promote communication and enhance the response of public and private agencies when summoned to intervene with individuals who are mentally ill, developmentally disabled or experiencing trauma in their lives. The Department sent multiple officers to receive this CCIT specialized training. The Department sent 6 officers to Crisis Intervention Training

(CIT) bringing the Department's total number of CIT trained officers to 26. Approximately 56% of current sworn staff have attended 40 hours of training geared toward better response to calls involving persons suffering from mental illness.

- Also, officers that work most closely with local youth attended School Resource Officer Certification Training, Juvenile Law Update, and the Annual New England School Safety Conference.

- Officers received Fair and Impartial Policing training. The training discusses how implicit biases can impact well-intentioned individuals outside their conscious awareness. Officers also participated in the ADL Fair, Equitable and Inclusive Policing Initiative Program. This was a four-part training series. The courses were: History of Racial Profiling, Conducting a Rask Assessment for Religious Institutions, Building Community Trust Though Engagement, and Domestic Terrorism.

- The Police Department continued to develop and utilize new technology to improve the efficiency of the Department. The Department's goal is to improve information sharing and improve efficiency by eliminating multiple applications currently being used and reducing maintenance costs.

- Kelsey Burke joined the Department as a Law Enforcement Clinical Support through Riverside Community Care. Kelsey worked with our Community Outreach Officer and provided officers with clinical oversight to the support services.

- Answering Point and Regional Emergency Communication Center Support and Incentive Program. The grant funding to each primary 911 call center is based on the previous

years 911 call center volume. During FY 2022 the Department was allocated $98,451. The Department also utilized the Highway Safety Mobilization Grant for mobilization enforcements such as Drive Sober or Get Pulled Over, Distracted Driving, Speeding and Click it or Ticket.

- The Department once again participated in First Responders "No-Shave November." Members of the Police Department took a pledge to grow a beard in support of Veterans & their families for November. The initiative benefited Project Home Base, a Red Sox Foundation and Massachusetts General Hospital Program.

- The Department participated in "Coffee with a Cop" resuming in person gatherings. The meets were done via zoom during covid. The initiative brings police officers and community members together at various locations around Town to discuss issues and learn more about each other.

- The Department continued the successful Junior Police Academy. The Police Department, in collaboration with Needham Youth and Family Services, offered a week-long Junior Police Academy for rising 7th and 8th graders. This program is offered free of cost and held at both the Pollard Middle School and the Needham Police Department. Students participated in K-9 demonstrations by the Norfolk County Sheriff's Department, a METROLEC SWAT presentation and obstacle course, and a tour of Gillette Stadium. Other activities have included simulated traffic stops, recreated crime scenes, and handcuffing practice. In addition, students had the opportunity to meet multiple Needham Police Officers. At the end of the week, students and their families gathered at the Needham Police Department for a graduation ceremony and each student was presented with a graduation certificate by Chief Schlittler.

FY2022 ACTIVITY (COMPARED WITH RECENT YEARS)

Category	FY2020	FY2021	FY2022
Calls for Service	48930	44387	43744
Incident Reports	1554	2173	1753
Larceny	105	112	118
Vandalism	38	50	96
Breaking and Entering	23	15	30
Assaults	75	54	75
Drug Violations	21	23	12
Operating under the Influence	21	17	24
Adult Arrests and Complaints	342	211	213
Traffic Violations	4344	2360	1702
Accidents Reported	381	330	416

The distribution of illicit drugs in Town continues to be a major concern of the Police Department. The Police Department was involved in several narcotic investigations which resulted in the arrest of several individuals. The offenses some of these individuals were charged

with ranged from possession with intent to distribute marijuana to possession with intent to distribute heroin. The Police Department will continue to aggressively address the distribution of illegal narcotics through enforcement, education and community partnerships.
Department representatives attend quarterly Norfolk County meetings held by District Attorney Morrissey in an exchange of information and investigative techniques regarding the opioid crisis.

- The number of reported breaking and entering cases increased from the previous year.
- Reported assaults increased this year from 54 to 75.
- Adult arrests and complaints increased from the previous year.
- To keep unwanted and expired prescription medication out of the hands of children, the Police Department participates in a prescription drug take-back program. Through a combination of a prescription drug disposal safe located in the police department lobby and a semi-annual drug take-back drive, the Department collected and safely disposed of 798 pounds of unwanted medication in FY2022.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Edward A. Bouquillon PhD, Superintendent-Director

Expanding Future-Ready Programming

Minuteman continues to expand its new Animal Science career major that launched in the fall of 2021. Veterinary medicine is one of the fastest-growing industries in America with employment opportunities growing 16% by 2029, according to the U.S. Bureau of Labor Statistics. With program advisory partners such as Blue Pearl Pet Hospital and Zoo New England, students receive both classroom and hands-on field training.

Athletics Expansion

The entire athletic complex, located at the former site of the old school building, is a state-of-the-art addition to the Minuteman campus. The multisport field includes an adjacent competitive running track. Two additional fields host a baseball complex with a multipurpose field, as well as a softball complex with an additional multisport field.

Minuteman has capitalized on rental opportunities with the new outdoor sports facilities, which are regularly used by the Boston Bolts, Leslie University, and other organizations.

Positive Student Outcomes

Each year for the past several years, about two-thirds of Minuteman graduates entered college/university and about one-third entered employment in their fields of study. Every student is required to graduate with at least one industry-recognized credential to demonstrate proficiency and/or certification to future employers; most students obtain multiple credentials.

Class of 2022 graduates enrolled in many distinguished higher education institutions, including Arizona State University, Bentley University, Clemson College, Colorado State, Emerson College, Johnson & Wales, Merrimack College, Regis College, Rochester Institute of Technology, Texas A&M, Tufts University, and many others.

Needham Student Success

There were four Needham graduates in the Class of 2022:

- Henry Blackburn studied Biotechnology and is attending Rochester Institute of Technology. He worked at the Abcam biotechnology company in Waltham through the Cooperative Education Program his senior year. Henry was a member of National Honor Society, received three scholarships, and two credentials in the biotechnology field.

- Danieliz Calderon studied Culinary Arts and is attending Mass Bay Community College. She received the Digital Credit Union Scholarship and two industry-recognized credentials: OSHA-10 General Safety and Health, and American Heart Association CPR.

- Matthew Gately studied Automotive Technology, received the Automotive Technology Scholarship and four automotive industry credentials.

- Evan Long studied Electrical Wiring and began working as an electrical apprentice for IBEW Local 103 in Boston immediately after graduation. Long was a member of the National Honor Society, received two scholarships and two construction-industry credentials.

District Budget

The approved District Operating and Capital Budget for Fiscal Year 2023 is $29 million, a 4.96% increase over the previous year. Needham's share is $1,367,739, which is an increase from the previous year (of $137,452) and includes operating, capital, and debt assessments.

NEEDHAM PUBLIC SCHOOLS

School Committee

Matthew J. Spengler, Chair
Andrea Longo Carter, Vice-Chair
Michael J. Greis
Elizabeth Lee
Michael O'Brien
Alisa Skatrud

Superintendent

Dan Gutekanst

Mission, Values, and Goals

The core values of the Needham Public Schools are: *Scholarship, Community, Citizenship*, and *Personal Growth*

PORTRAIT OF A NEEDHAM GRADUATE COMPETENCIES

Preparing all Needham Public Schools Students to be...

Creative Thinker and Problem Solvers

Raise questions driven by curiosity; Analyze relevant information; Express creativity; Design and innovate solutions

Communicators and Collaborators

Listen effectively; Articulate ideas using a variety of communication strategies and skills; Interact with others respectfully and productively; Contribute to teamwork

Socially and Culturally Responsive Contributors

Understand and respect diversity; Act with empathy and courage to ensure equity, access, and an anti-racist culture; Address local and global issues through civic and community engagement

Responsible and Resilient Individuals

Take responsibility for actions; Make healthy choices to achieve physical and emotional well-being; Self advocate; Persist to overcome personal challenges; Adapt to change

Empowered Learners

Discover and integrate content from multiple disciplines; Engage in self-directed learning; Use technology to support learning and navigate a digital world

The Schools

Needham has five elementary schools, one sixth grade school, one middle school (grades 7-8), and one high school. It has a strong reputation for academic excellence and also boasts a full range of co-curricular and out-of-school opportunities including after-school and summer programs.

Needham is a long-standing member of METCO, a voluntary desegregation program that provides educational opportunities in suburban communities for Boston children. Needham is also a participant in The Education Cooperative (TEC) and ACCEPT Education Collaborative, consortiums of surrounding school districts that enables all of the communities to benefit from economies of scale in purchasing, as well as sharing in high-quality, cost-effective education services such as professional development, innovative programming, and Special Education services that would be impossible for a single community to provide by itself.

During the 2021-2022 school year Needham enrolled 5526 students in its five elementary schools (k-5), two middle schools (6-8), and one high school (9-12), including the Preschool program. Needham also placed 74 out of district students. The enrollment breaks down as follows:

Preschool	74
Elementary	2497
Middle School	1278
High School	1677
Out of District Special Education Placements	92

2022 Performance Report

In September, the Needham Public Schools published an annual Performance Report, which was mailed to every Needham residence. The 2022 Performance Report is also posted to our website: www.needham.k12.ma.us. The district's 2022 Performance Report highlights a number of significant achievements during the 2021-2022 school year along with information on student data and comparisons to comparable communities. The entire publication is available to view on the Needham Public Schools website www.needham.k12.ma.us on the district homepage under News and Updates.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Timothy Muir McDonald, Director

The Needham Department of Health and Human Services has four divisions: Aging Services, Public Health, Youth & Family Services, and Veteran's Services.

In fiscal year 2022 the Divisions continued responding and adjusting to COVID-19 while gradually resuming usual services. Aging Services began offering in-person and hybrid services, welcoming older adults back to the Center at the Heights. Youth & Family Services also returned to in-person services in the schools and in the community. Public Health staff continued to provide consultation to Town departments, schools, and local businesses regarding COVID-19, continued some virtual programming, and resumed many in-person activities.

AGING SERVICES DIVISION

Council on Aging

Colleen Schaller, Chair; Penny Grossman, MEd, MBA, Vice Chair; Ed Cosgrove, PhD; Carol deLemos, MSW; Dan Goldberg; Helen Gregory; Susan Mullaney; Sandra Prinn; Ted Prorock; Lianne Reich; Kate Robey; Kathy Whitney.

Staff

LaTanya Steele, MPA, Director of Aging Services; Annie Toth, Administrative Assistant; Michael Bear, Van Driver; Dylan Copley, Van Driver; Kerrie Cusack, MSW, LICSW, Social Worker; Steven DeCosta, Van Driver Jennifer Garf, Program Assistant; Emilihana Gomes, S.H.I.N.E. Assistant Program Coordinator; Stephan Grably, Transportation Program Coordinator; Michelle Gucciardi, S.H.I.N.E Program Coordinator; Aicha Kelley, Assistant Director of Programming and Transportation; Jill McGovern, CMC, Clinician; Maryanne Messenger, Van Driver; Yustil Meija, Senior Custodian; Jessica Moss, MSW, LICSW, Assistant Director of Counseling and Volunteers; Katie Pisano, Program Assistant; Jessica Rice, MSW, Clinician; Nathalie Steeves, Program Assistant; Annie Toth, Administrative Assistant; Tom Watson, Building Monitor.

Mission

The Needham Aging Services Division responds to the needs of Needham's older residents by providing a welcoming, inclusive, and safe environment with programs, services, and resources that enhance their quality of life and provide opportunities for growth. The Center at the Heights serves as a focal point for supporting aging in the community.

Summary of Services

Aging Services offers a wide variety of programs and services to older adults and to their families. Services include daily meals; health benefits counseling; creative and social classes; special events and trips; outreach and home safety assessments; transportation; entertainment; information and referral; educational programs; fitness center; health and wellness; and volunteer opportunities. In addition, social workers provide counseling, case management, and support to older adults, their loved ones, and to others in extreme circumstances.

In FY 2022, the Center at the Heights reopened to a new way of engaging the community. After surveys and interviews of participants, it became apparent that remote programming was here to stay. Some participants found it was more convenient, groups could accommodate more people

without spatial constraints, and some people enjoyed participating in physical activity while being able to shut video off for privacy. Aging Services staff members have been very creative in getting new faces walking through the door or participating virtually. The transportation unit has broadened its mission to meet a new service model, and now, as well as transporting older adults to and from the Center, on trips, and on shopping excursions, also delivers free meals each day to people's homes.

Volunteers have always played a central role at the Center at the Heights. Like the staff in Aging Services, the breadth of the volunteer role has also grown. Volunteers have returned to assisting in the kitchen, managing the front desk, and staffing the gift shop. But now they also play a vital role in the addressing food insecurity by delivering free daily meals in the community.

Older adults have been disproportionately affected by the COVID-19 pandemic, though the depth of impact on the physical, mental, and socio-emotional health of older adults is still to be understood. However, the Aging Services Division has successfully pivoted to a hybrid service model and is now reaching a broader audience than ever. Aging Services is connecting with those who wish to stay engaged remotely, and with those who have returned to in-person programming and support.

Program Highlights

- The Social Services Unit continued to provide case management and counseling to older adults in Needham. With the reopening of the Center at the Heights, Aging Services social workers resumed in-person individual and group support services, both in the office as well as in the homes of homebound older adults. Services in FY2022 remained focused on the mental health needs of the community and included a short-term therapy offering to offset the shortage of available mental health services in the community at large. In FY2022, the Social Work Unit served 381 individuals and logged 3,820 interactions.

- The Aging Services Social Services unit, in partnership with the Youth & Family Services Division, received a grant from the Metro-West Health Foundation to finance professional clinical consultation services for Town of Needham clinicians. With increased mental health needs observed in the community, this service provides a vital support to Needham's own clinicians as they work to serve the community.

- To promote a socially inclusive environment with equal opportunity and respect for everyone, Aging Services emphasizes cultural diversity in its programming. Cultural and educational events, and informational resources helped to create a safe space for people to learn and to share concerns.

Frank enjoys Wednesday Waffle Day

- Fifty-seven volunteers supported the Aging Services Division, with 1,992 hours, an increase from the previous fiscal year. Volunteers resumed vital in-person support including assisting in the gift shop, managing the front desk, and helping serve food in the Café. Volunteers also continued to provide essential support in delivering daily lunches in the community.

- The Programming Unit transitioned to a hybrid model of in-person and remote programming, serving many more individuals than in previous years. Programs included exercise classes, cooking demonstrations, educational sessions, card games, music programs, and more. From January through June 2022, there were 15,502 attendees (this number includes individuals who attended more than one session). Many people were only able to access Aging Services programs due to the remote option. A collaboration with the Needham Community Council's Tablets and Tutors program, which distributes free electronic tablets and tutoring, assisted in making this possible.

Tom receives a meal delivery

- Understanding the pandemic's ongoing negative effects on food security for older adults, the Aging Services Division continued its home delivered meals program in addition to reopening as a congregate meal site. With the help of dedicated staff and volunteers, Aging Services Division delivered approximately 15,460 meals to the homes of older adults in Needham at no cost to the recipient.

- SHINE (Serving Health Information Needs of Everyone) is a free service that provides health insurance counseling for Medicare beneficiaries and their caregivers. The MetroWest SHINE program had over 8,238 appointments during FY 2022, including 4,478 appointments during the Medicare open enrollment period from October to December 2021. During FY 2022, SHINE offered both in-person and remote appointments. In June 2022, the Town of Needham was awarded a contract to continue administering the MetroWest SHINE program through FY 2025.

PUBLIC HEALTH DIVISION

Board of Health

Edward Cosgrove, PhD, Chair; Kathleen Ward Brown, ScD, Clerk; Stephen Epstein, MD, MPP; Tejal Gandhi, MD, MPH, Vice Chair; , Robert A. Partridge, MD, MPH

Staff

Taleb Abdelrahim, MS – Emergency Management Support; Roland Abuntori, REHS/RS – Environmental Health Agent; Diana Acosta, MPH, REHS/RS – Shared Public Health Services Manager; Michaela Bucca – part-time Contact Tracer; Hanna Burnett, MPH, RN – Public Health Nurse; Isabella Caruso, MPH – COVID-19 Contact Tracer; Monica DeWinter, MPH – Program Support Assistant III; Maryanne Dinell – Traveling Meals Program Coordinator; Elissa Dockstader – Student Intern IV; Mary Fountaine, MSN, RN –Public Health Nurse; Tara Gurge, MS, RS – Assistant Director for Community & Environmental Health; Rebecca Hall, MBA – Traveling Meals Program Coordinator; Jazmine Hurley – Program Support Assistant III; Christine Kenney, RN – On-call Public Health Nurse; Jessica Kent – Environmental Health Agent; Michael Lethin, MS – Emergency Management Administrator; Jane Lischewski – Administrative Office Specialist; Ally Littlefield, MS – Environmental Health Agent; Jane Lockhart, RN – On-call Public Health Nurse; Angela MacDonnell – Program Support Assistant III; Elaine Mahoney, RN – On-call Public Health Nurse; Tracy Mahoney, RN – On-call Public Health Nurse; Julie McCarthy, MS – Epidemiologist; Cindi Melanson, MPH – Special Assignment Support; Megan Moffett, RN – On-call Public Health Nurse; Karen Mullen, MBA – part-time Program Support Assistant III; Shauna O'Brien, RN – On-call Public Health Nurse; Eileen O'Connell, RN – On-call Public Health Nurse; Susan Orsillo, RN – On-call Public Health Nurse; Monica Pancare, CP-FS – Environmental Health Agent; Alison Paquette, RN – On-call Public Health Nurse; Carol Read, M.Ed, CAGS, CPS – Substance Abuse Prevention Collaborative Coordinator; Lynn Schoeff, M.Ed – Professional Technical Support Specialist; Karen Shannon, CPS – Substance Prevention Alliance of Needham Program Coordinator; Thaleia Stampoulidou-Rocha – Environmental Health Agent; Dawn Stiller – Administrative Analyst; Kendy Valbrun – Contact Tracer; Tiffany Zike, MPH, RN – Assistant Director for Public Health Nursing & Behavioral Health

Mission

The Needham Public Health Division is empowered through the Needham Board of Health by the Massachusetts General Laws (Chapter 111) to enforce state and local public health and environmental regulations.

The mission of the Division is to prevent disease, promote health, and protect the health and social well-being of the residents of Needham, especially the most vulnerable. The staff of the Public Health Division pursues this mission through a series of goals and objectives to:

- efficiently use Town operating budget funds, grant resources, and donations,
- actively cooperate and collaborate with state and local agencies and community partners,
- promote evidence-based health practices and data-driven program management, and
- advocate for policy and regulatory changes that promote health and well-being.

There are five units in the Public Health Division: Environmental Health, Public Health Nursing, Substance Use Prevention, Traveling Meals, and Shared Services.

Environmental Health

Ally Littlefield and Amir Sedhom at the Needham Farmers Market.

The Environmental Health Unit protects the public's health through implementation and enforcement of State and Federal regulations and local laws to assure compliance with environmental health and safety standards. The Environmental Health team monitors and regulates a wide range of business establishments, facilities, and activities: food service; tobacco sales; residential housing; construction activities (demolition, septic, and well installation); waste hauling; bodywork; public and semi-public swimming pools; and many other activities. The team licenses mobile food vendors and conducts inspections of temporary outdoor food events. Environmental Health agents work closely with MA departments (Public Health, Professional Licensure, and Environmental Protection) and with other Town departments, especially Building, Public Works, Water & Sewer, Police, Fire, and Animal Control.

Environmental Health is continuing to see an increase in mental health issues associated with hoarding and unsanitary housing conditions and have assisted the Needham Police Department on housing concerns.

Program Highlights:

Colin Boisvert, Tara Gurge, and Ally Littlefield at the Needham Harvest Fair.

- The second annual *Nutritionally Needham* took place in the Fall of 2021. The program raises awareness of the connection between food choices, health, and the environment. The program was launched at the Needham Fall Harvest Fair. Needham Public Health Staff and Colin Boisvert, Director of Needham Public Schools Nutrition, presented cooking demonstrations, taste testing, and recipes highlighting the town's farm-fresh produce.
- Needham was awarded two grants from the Food and Drug Administration to assist with the completion of the FDA Voluntary National Retail Food Regulatory Program Standards. Through these grants, Needham has been improving its food safety inspection program.
- A Master of Public Health intern who joined Environmental Health in May 2022, has been helping Needham develop a toolkit for a Certificate of Excellence program for restaurants.
- In FY 2022, health agents conducted over 746 inspections, reviews, and responses to complaints; 538 permits and licenses were issued.

- In November 2021, Environmental Health hosted a Zoom series (now available on YouTube) focused on food safety basics for restaurants.

Public Health Nursing

Summary of Service

The Public Health Nursing Unit provides health education, advocates for the health of Needham residents and workers, tracks the health and wellbeing of residents, provides some immunizations and health screenings, and promotes healthy living. Public Health Nurses also assist eligible Needham residents to apply for some public assistance.

Food boxes provided to families in need

Impact of COVID-19

COVID-19 remained a factor in local public health through FY2022. Many changes throughout the year required adjusting strategies for prevention and response. Needham Public Health Nurses continued to work with the community, including businesses, to address prevention and other concerns. An essential partnership between Needham Public School Nursing and Public Health Nursing facilitated monitoring and investigating COVID 19 cases among Needham school-aged children. The public health nurses continued to work closely with all public and private schools to help maintain safe learning environments and case investigation. The nurses also worked with day care and adult congregate living centers.

Vaccinations continued during FY2022, the focus on boosters and modifying outreach as different age groups (12-18, and then 5-11 years old) became eligible for vaccines

Reintroduction of Nursing Services

During FY2022, Public Health Nursing brought back some in-person services (blood pressure clinics, CPR classes, other training) that had been on hold during much of the COVID-19 pandemic.

The Domestic Violence Action Committee (DVAC), co-chaired by Public Health Nursing and the Needham Police Department, received a grant from Beth Israel Deaconess Needham for a community awareness program. The group also collected 30 Mother's Day gift bags from generous community members, provided several families with resources for holiday meals.

New Services

Public Health Nursing initiated a Narcan program to train people about how to use Narcan (a medication used to counteract opioid overdoses) and provide Narcan at no cost to training participants. This effort was supported by a grant from Beth Israel Deaconess Needham Hospital

Needham Public Health Nursing was also able to start COVID-19 molecular testing, thanks to a grant from MetroWest Health Foundation.

Shared Public Health Services

The Needham Public Health Division led the formation of a coalition of Needham, Dover, and Medfield Health Departments with the purpose of sharing some services among the three towns to improve local capacity. This coalition, called the Charles River Public Health District, was supported in FY22 with two grants from the MA Department of Public Health totaling $290,000.

By pooling resources, functions, and expertise, Needham, Dover, and Medfield will be able to improve compliance with their statutory and regulatory mandates and expand contact tracing for COVID-19 cases. The part-time staff provide site reviews, inspections, and enforcement for environmental health and contact tracers provide up-to-date guidance on isolation and quarantine.

Substance Use Prevention

The Substance Prevention Alliance of Needham (SPAN) uses a collaborative and data-driven approach to reduce alcohol, marijuana, and other drug use among Needham youth. Through community education and strategic action, SPAN focuses on supporting youth in making healthy choices by working to decrease risk and increase the protective factors associated with adolescent substance use.

Summary of services
Using the Strategic Prevention Framework (a national model), SPAN engages community members to plan, implement, and evaluate these prevention programs.

SPAN received $50,000 from the Substance Abuse and Mental Health Services Administration to prevent and reduce alcohol use among youth and young adults ages 12-20. Under the grant, SPAN and the Needham Police Department resumed alcohol compliance checks and provided in-person training to Needham alcohol licensees on responsible beverage service and sales.

The need for education and resources for youth and their families remained great and SPAN responded with virtual and in-person events and messaging campaigns including:

- Fall 2021 – The SPAN Community Action Team launched a campaign about the dangers of driving impaired by cannabis use. The campaign consisted of social media messages targeted to youth and young adults including the impact of cannabis on the brain while driving, and videos featuring Needham youth and Officer Rocket, Needham's certified community resource dog.

  Winter 2022 – The SPAN Parent Action Team launched T.A.L.K. (*Talking About Life with your Kids),* a social media campaign intended to help parents engage their children in conversations to build trust and keep lines of communication open.

- Spring 2022 - SPAN hosted a virtual presentation with former New Hampshire Supreme Court Chief Justice John Broderick, *Changing the Culture Around Mental Illness*.

- SPAN partnered with Needham Park and Recreation to host Spring Fest for 7th and 8th grade students, a free afternoon event held at Pollard Middle School. The event drew over 100 students to enjoy fun, healthy activities led by Needham High SALSA students and adult volunteers.

- In October 2021 and April 2022, SPAN worked with the Needham Police to host two Drug Take-Back Days to collect unused and expired medications.

Medication Take Back Day, April 2022

Students Advocating for Life without Substance Abuse (SALSA) is a health advocacy club at Needham High School. The power of SALSA is based on the personal connection older youth make with Pollard Middle School students while teaching them how to resist peer pressure. Each year SALSA peer leaders present to over 400 eighth grade students in small group settings. The youth prevention advocates also educate their peers, partner with SPAN, build leadership and presentation skills, and advocate for policy change at the state and federal level.

SALSA peer leaders

During the 2021-22 school year more than 200 Needham High School SALSA members contributed a record 1,460 hours of service in the community.

SALSA won the Norfolk County "Team Rival" Peer Leadership Challenge, raising awareness about youth substance use prevention. Each year, SALSA peer leaders partner with other schools and the District Attorney's office to promote healthy choices among youth. This year marks the 7th straight year that Needham has won the Norfolk County Peer Leadership award.

Mass CALL3 Prevention Partners (formerly, Substance Abuse Prevention Collaborative)

In June 2021, Needham was awarded an eight-year annual grant of $125,000 from the Massachusetts Department of Public Health, to manage a regional prevention project. The project, called the Massachusetts Collaborative for Action, Leadership, and Learning (MassCALL3), includes Dedham, Walpole, and Westwood.

The program has two goals: build community engagement and prevention capacity; and prevent and reduce underage use of nicotine, alcohol, and marijuana. All work is guided by the

MassCALL3 mission and includes a commitment to apply an equity lens to prevention. During FY22, the MassCALL3 Prevention Partners team worked with a consultant to incorporate diversity, equity, and inclusion into strategic planning. Prioritizing equity in prevention expanded community involvement and informed data collection in stakeholder interviews and focus groups. The data collected in the four towns identify risk and protective factors related to underage substance use and inform the development of a regional strategic plan to reach youth and their families.

In June 2022, the MassCall3 Prevention Partners sponsored a three-session workshop on diversity, equity, and inclusion for their regional partners.

The Traveling Meals Program

The Traveling Meals Program was started in 1977 to provide meals to homebound Needham residents. Volunteers delivers two-meal packages to participants' homes. These visits often act as a safety check as they may be the only contact a program participant will have that day.

Thanks to loyal and dedicated volunteers and Beth Israel Deaconess-Leahy Healthcare, the program continues to run smoothly. All volunteers used proper personal protective gear to ensure that COVID guidelines were in place. All the same volunteers continued to commit their time and energy throughout the third year of the on-going pandemic.

- Over 9,582 two-meal packages were delivered to more than 50 residents by 27 committed volunteers and community business partners in FY2022.

- The fundraising committee, *The Friends of Needham Board of Health and Traveling Meals,* paid $5,000 to provide meals for elderly and disabled Needham residents in need. A $1,000 donation was made at the recommendation of the Darshana Thakore Family Fund by Fidelity Charitable. Traveling Meals is thankful for the continued partnership with, and help from, Beth Israel Deaconess-Leahy Healthcare.

Traveling Meals volunteers

VETERANS' SERVICES DIVISION

Sarada Kalpee, Director of the West Suburban Veterans District
Nancy Blanchard, Deputy Director of the West Suburban Veterans District
Jason Kravetz, Care of Graves

Purpose

The West Suburban Veterans' Services District includes the Towns of Needham, Wayland, Wellesley, Westwood, and Weston. Director Sarada Kalpee and Deputy Director, Nancy Blanchard are the Veteran Service Officers for the district. They continue to work with resident veterans and their families within the district to assist them in receiving entitled benefits and services that they deserve in accordance with the provisions of MGL Chapter 115. The district office also assists veterans and their spouses in negotiating the challenging bureaucratic procedures that are associated with the state and federal government by providing assistance for applying to the VA Health Care system and VA benefits applications for disability and pension claims.

During FY2022, substantial funding was expended in public assistance for Needham resident veterans and their families. These expenses were dispersed in accordance with MGL c115. Veterans returning from Afghanistan, Iraq, and other combat areas from around the globe who will require encouragement, guidance, and assistance in their transformation back to civilian life. In addition, aging veterans may require greater assistance with their healthcare benefits and other needs.

West Suburban Veterans District

The West Suburban Veterans' Services District is anticipating an exciting year working with veterans, their families, and the entire Needham community. Needham Office Hours are held on Thursday's from 9:00 a.m. to 11:30 a.m. at the Center at the Heights, and then 12:00 p.m. to 4:00 p.m. at Needham Town Hall. Please check by phone for specific availability and to make an appointment.

The main office is in Wellesley, and we can schedule an appointment at your convenience at any of the office locations or a home visit if needed. Please feel free to contact us at the office (781)489-7509, or by cellphone (781)850-5504, or email skalpee@westsuburbanveterans.com or nblanchard@westsuburbanveterans.com.

YOUTH & FAMILY SERVICES

Youth Commission

Julie Stevens – Chair, Susan Patkin – Vice Chair, Adrienne Anderson, David Bookston, Arina Collin, Kevin Keane, Nicole McMahon, Jill Mullaney, Karen Mullen

Staff

Sara Shine, MSW, LICSW, Director; Emily Ambeau, MSW, LCSW; Megan Carleton, LMHC; Alyssa Cellucci; Katy Colthart, MSW, LICSW; Kelsey Nichols, LCSW; Kristin Scoble; Hannah Stein, LICSW; Carolyn Tracey, MS, LMHC; Christine Weitzel, MSW, LCSW; Ellen Whirley, LCSW

Mission

The Needham Youth & Family Services Division provides leadership and a community focus on youth and family issues and promotes community wellness. The Division accomplishes this through advocacy, education, partnering with other organizations, and providing high quality programs and counseling services.

Summary of Services

Youth & Family Services offers free clinical counseling services to the residents and students of Needham. In addition to ongoing individual and group therapy, the Division provides crisis support to individuals and to the community. Therapeutic groups include topics such as social skills, substance use prevention, self-esteem, expressive arts, and parenting support. The Division offers webinars, workshops, trainings, employment assistance, and enrichment activities for children and adolescents.

- **Individual, Family, and Group Counseling:** The masters level clinicians at Youth & Family Services are skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drug or alcohol use, stress, anxiety, and other mental health concerns. In FY2022, staff provided 1120 hours of counseling to Needham youth and families. Clinicians also attend treatment meetings and provide consultation, advocacy and outreach for residents and family members. In summer 2021, a parenting group series addressed topics including anxiety, depression, substance use, LGBTQIA+ support, and social media use. Youth & Family staff also ran well-attended groups in-school for middle school and high school students and offered therapeutic support at High Rock School.

  New in FY 22, Youth & Family Services worked closely with a local therapist, Tova Speter, to provide workshops centered on mindfulness and expressive arts. Ms. Speter has over 20 years of experience working at the intersection of arts and healing.

- **Community Crisis Response:** Over the past decade, the Needham community has grappled with critical youth issues such as accidental death, loss, and suicide. Youth & Family Services has responded by reaching out to individuals, families, and local organizations to augment other clinical support for these tragedies. In FY2022, Youth & Family Services continued to address ongoing recovery from pandemic-related isolation, anxiety, and social disruption. The Division had more of a presence in many schools, working closely with school department staff. Youth & Family staff continued active

involvement with the Needham Coalition for Suicide Prevention and the Substance Abuse Prevention Alliance of Needham (SPAN).

Program Highlights

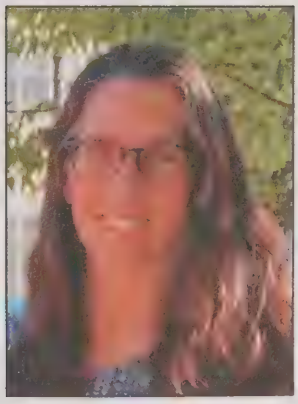
- **Youth Mental Health First Aid** is an 8-hour training that teaches adults how to identify, understand, and respond to signs of mental illness and substance use disorders in youth. The program teaches adults skills to reach out and provide initial support to adolescents who may be developing mental health or substance use problems, and to help connect them to the appropriate care. There were 34 community members who participated in Youth Mental Health First Aid in FY2022.

- **VIP and Peer Tutor Programs:** Needham Youth & Family Services offers two programs that pair high school students with younger children in elementary and middle school. The VIP (*V*aluable *I*nteractions among *P*eers) program sets weekly meetings between a high school student and a younger child, playing games, doing enrichment activities, and building a meaningful relationship. In FY2022, nineteen high school students provided a total of 570 volunteer hours. The Peer Tutor Program matches a high school student with another student for tutoring and educational guidance. Over the past year, the Peer Tutor Program matched forty-four pairs of students.

- **Volunteers Around Needham:** In this program youth ages 12 to 17, provide community service to non-profit organizations in Needham. This program was back in-person in FY2022 after running virtually due to the pandemic. Thirty-five youth volunteered at sites including the Center at the Heights, Park and Recreation, Needham Parks and Forestry, and the Needham Community Farm.

Volunteers Around Needham

- **Needham Unplugged:** The Annual Needham Unplugged is an awareness campaign to remind families and residents to "unplug their electronics and plug into each other". A calendar for March listed electronic-free activities and emphasized person-to-person interaction and health. Partners included the YMCA, Park and Recreation, and the Needham Public Library, Needham House of Pizza, Nicholas' House of Pizza, and Hearth Pizzeria, to create a dynamic calendar. Activities included make your own pizza night, family game night, stained glass crafting, and family swim.



Lisa Tedeschi Vergara

- **Patrick and Patricia Forde Good Person Memorial Award:** The Patrick and Patricia Forde Good Person Award recognizes a local volunteer who helps to make Needham a better place to live. In FY22, the award winner was Lisa Tedeschi Vergara, an inspirational community member who has dedicated her life to promote literacy through inspiring art, spreading kindness, and involving the community.

- **More Community Collaboration:** Youth & Family Services Division leads a Vaping Task Force and started a "Chapter 84," both aimed at reducing nicotine use in youth. Youth & Family staff also participate in the Domestic Violence Action Team, the Community Crisis Intervention Team, and the Community Resource meeting.

- **Community Presentations:** In FY22, Youth & Family Services provided the following presentations.

    - *Executive function*, presented by Engaging Minds.
    - *Mental health trends, signs of mental health challenges, and how to respond to mental health need* at Needham Speaks in collaborations with Temple Aliya and Equal Justice Needham.
    - Hosted John Halligan, author of *Ryan's Story*, in collaboration with the Needham Exchange Club. Mr. Halligan's presentations focused on bullying, social media, and suicide prevention.
    - *Screen Time and Anxiety*, presented by Dr. Patricia Conrod, Matt Miles, and Joe Clement. Youth & Family Services worked with the Becca Schmill Foundation and Beth Israel Deaconess Needham Hospital to arrange for this presentation.

- In FY22, Youth & Family Services Division had much staff change and created a new and vibrant team. New staff brought expertise in trauma, substance use, anxiety, and depression. The Division arranged for additional staff training to best manage the increase in acuity of mental health needs.

- In FY2022, Needham Youth & Family Services received almost $10,000 in grants and donations from the following organizations: High Rock Church, The Needham Clergy Association, The MetroWest Health Foundation, Needham Community Council, *100 Women Who Care of Needham*, and many other local businesses and private citizens.

DEPARTMENT OF PUBLIC WORKS

Carys Lustig, Director of Public Works
Robert A. Lewis, Assistant Director of Public Works
Anthony L. DeGaizo/Thomas Ryder, Town Engineer
Cecilia Simchak, Director of Finance & Administration for Public Services
Barry Dulong, Director of Building Maintenance
Rhainhardt F. Hoyland, Highway Superintendent
Edward Olsen, Parks & Forestry Superintendent
Greg M. Smith, Solid Waste & Recycling Superintendent
Michael J. Retzky, Water, Sewer & Drains Superintendent
John P. Regan, Fleet Supervisor

Purpose
The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure to provide for the health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The functions of Public Works include rendering services to all citizens in the areas of highway maintenance and construction, removing snow, supplying, and distributing water, constructing, and maintaining sewer and stormwater, solid waste disposal and recycling, route daily maintenance, construction, energy management, and custodial care of all Town and School buildings, and parks and forestry maintenance. The Department provides its own administration, engineering, and equipment maintenance.

FY2022 Highlights

DPW Administration
The Administration Division saw the retirement of two key personnel, leading to a reorganization of responsibilities within the Division. Due to the market instability, the pricing of many services and supplies have increased, leading to the need to go out to bid more frequently. With the reorganization, the Administration Division worked to continue to perform more public outreach and communication over the last year including community meetings, more presentations to the Select Board and increased outreach through the newsletter. The division

also identified projects that are eligible for ARPA and researched new grant opportunities as they became available.

In FY2022, the Administration Division:

- Published 63 bids
- Executed 138 contracts
- Coordinated the hiring and promotion of 19 employees including external and internal hiring
- Acquired $80,210.64 in grand funding through the Shared Streets and Spaces Program for a ride on tractor and a stand-on sidewalk snow vehicle
- Oversaw the use of outside funding in the amount of $400,361.24 from the Winter Recovery Assistance Program (WRAP).
- Utilized Complete Streets funding in the amount of $399,999,
- Continued to secure both Chapter 90 funds and Green Communities Grant Funding.

Engineering Division

The Engineering Division is responsible for engineering oversight of all assets within the Town of Needham from design to construction.

In FY2022 the Engineering Division:

- Inspected 443 Street/Sidewalk Occupancy and Excavation Permits.
- Completed 473 Building permit reviews.
- Completed 33 project reviews for the Planning Board and project reviews for Zoning Board of Appeals.
- Review of impacts of the proposed Highland Ave Science Center (Muzzy property)
- Completed 5 traffic count studies.
- Prepared 4 traffic regulations.
- Design and construction inspected RTS Loading ramps
- Completed Walker Lane Sewer Extension construction and preparation of the betterments.
- Street Acceptance plans created for Hutter Ridge Road.
- Completed Canoe Launch Design.
- Evaluation of the Central Avenue/Center Street Bridge.
- Prepared plans for future realignment of Kendrick Street post 128 add a lane project.
- Survey Layout for curbing on Central Avenue, Harris Avenue
- Completed construction LED upgrades of Town owned Decorative Street Lights.
- Surveyed and developed drainage improvement designs in various areas.
- Completed RTS Stormwater Improvements Area 1&3
- Completed RTS Transfer Building Improvements

Highway Division

The Highway Division is responsible for the construction, rehabilitation and maintenance and repair of all roads, sidewalk, surface drainage and traffic systems. Our core goal is to provide safer travel for all users for all modes of travel in the most economical manner. The Division is implementing traffic calming techniques, complete street and shared street design and construction methods, and are actively pursuing Federal and State funds to support these goals. Additionally, the Highway Division develops strategies to manage all snow and Ice operations.

In FY2022 the Highway Division:

- Rehabilitated 30,314 square yards of roadway
- Preserved 94,626 square yards of pavement
- Rehabilitated and repaired 14,660 feet of grass berm
- Reconstructed 6,107 feet of sidewalk
- Installed 31 wheelchair accessible ramps
- Installed 21,158 feet of curbing
    - 15,308 feet of asphalt curbing
    - 5,850 feet of granite curbing
- Maintained 43 traffic signal and pedestrian crossing systems
- Performed and coordinated snow and ice operations for 17 snow events resulting in 53.9 total inches of snow

Water, Sewer, and Drains Division

The Water, Sewer and Drains Division serves the Town of Needham by providing water, wastewater, and stormwater services. The primary mission for the Division is to plan for, operate, and maintain both the infrastructure and the organization necessary to provide high quality drinking water. The standards upheld by the Water, Sewer, and Drains Division provide a reliable water supply for all properties in Needham and protects the Town's watersheds.

In FY2022 the Water, Sewer, and Drains Division:

- Produced **1,198,319,918** billion gallons of water
    - Charles River Water Treatment Plant – **980,700,918** million gallons of water
    - MWRA – **217,619,000** million gallons of water
- Repaired 9 water pipe leaks, including 5 water main breaks and 4 water service leaks.
- Performed unidirectional water main and hydrant flushing through-out our water distribution system
- Replaced, repaired and /or installed approximately 400 feet of storm drainpipe on 2 streets

- Responded to 37 water and 21 sewer emergency calls (after normal business hours)
- Replaced and/or installed 561 of 15,628 water meters throughout town
- Replaced / renewed 157 water service lines, including 147 from the water main to the property line including lead goosenecks & 10 lead-lined water service pipes.
- Removed, relocated & replaced approximately 350 feet of water main pipe on 1 street.
- Repaired and / or replaced and installed 12 fire hydrants
- Cleaned approximately 3,650 storm drain catch basins during our town-wide catch basin cleaning program.
- Outlined by the NPDES program, replaced and or repaired 8 catch basins, and completed bi-annual street sweeping initiatives to prevent accumulation of debris in catch basins that drain into the Charles River Watershed
- Inspected 31,962 feet of sewer mains and 36,208 feet of drain lines utilizing CCTV
- Cleaned and flushed 70,320 feet of sewer mains and 36,808 feet of drain lines

Solid Waste and Recycling Division

The Solid Waste and Recycle Division provides residents with recycling and waste disposal services for the Town of Needham including pay-as-you-throw household trash, bulky waste, contracted recyclables, brush, grass and leaves, and compost.

Two major site projects were completed in FY22 including a more durable surface in the fall leaf collection and Town snow dump area and pavement improvements to the stormwater area nearest the salt shed. FY22 saw the return of the swap shop and the RTS began accepting residential food waste drop-off.

In FY2022 the Solid Waste and Recycling Division:

- Transitioned to a new scale software to streamline the billing process at the RTS.
- Consolidated the contracted hauling of trash and recycling to provide more efficient operations and quicker response times for moving material.
- Processed 10,260 tons (5% increase) of pay-as-you-throw, municipal and bulky waste trash tonnages
- Processed 2,085 tons (12% decrease) of contracted recyclables
- Delivered 548 mattresses to Lowell for recycling
- Recycled 62 tons of TV's and electronics
- Processed over 1,000 air conditioners, refrigerators, and dehumidifiers to safely capture the refrigerant (fluorinated hydrocarbons) which causes ozone depletion.
- Started to accept textile recycling again (stopped during the pandemic) and collected 33 tons
- Disposed of 810 tons of scrap metal to Framingham Salvage for recycling

Fleet Division

The Fleet Division provides maintenance and repairs on 249 vehicles and pieces of equipment. Fleet's focus is on safety and reliability, while being environmentally and fiscally responsible. In addition to Public Works, the division maintains vehicles for four departments outside of department and aids the Public Safety and School departments as needed. Fleet assists in reviewing annual fleet requests for all town departments while considering operational need, utilization, and established asset life cycles.

FY2022 was about adaptability for the Fleet Division and our customers. Fleet had to find creative ways to deliver essential services while experiencing unprecedented supply chain shortages. These efforts increased the demand on administrative resources for the division and Public Works as a whole. We continue to strive in providing mission ready fleet to our customer divisions and community they serve.

In FY2022 the Fleet Division:

- Managed the Town's Fuel Depot which dispensed 111,137 total gallons of fuel (68,352 gallons gasoline & 42,784 gallons diesel).
- Performed $334,748 in maintenance and repairs to the fleet.
- Top 10 Services Performed:
    1. Periodic Maintenance Service (PM)
    2. Electrical / Electronics Repair & Scan Tool Diagnostics
    3. State Inspections / Certifications
    4. Tire / Wheel
    5. Wipers / Mirrors / Glass
    6. Snowplow Repair/Maintenance.
    7. Hydraulic Repair
    8. Salter / Spreader Repair/Maintenance
    9. Brake Service
    10. Engine & Emissions Repair

Parks and Forestry

The Parks and Forestry Division provides for the care and maintenance of public shade trees on parkland and school property, conducts the annual tree planting and replacement program on public ways and setback planting on private property, maintains parks and athletic fields, provides support for athletic and recreational programs, and maintains grounds at Ridge Hill Reservation for outdoor passive recreation.

In FY2022 the Parks and Forestry Division:

- Deployed 1 double parklet along GPA at Greene's field & 3 tented areas (Needham Bank Plaza, Town Common, & Greene's Field) to improve and invest in outdoor dining

- Performed an Elm tree planting with Needham Exchange Club at Fire Station 2 to celebrate Arbor Day and community service
- Collaborated with Park and Recreation to hand out tree seedlings for Arbor Day
- Hosted an Arbor Day celebration with our State Representative Denise Garlick, school staff and Broadmeadow Elementary School 2nd Graders
- Responded to hundreds of workorders reported through See Click Fix
- Performed drainage and field improvements to Claxton 1 & 2 diamonds utilizing innovative techniques to reduce field flooding issues

Building Maintenance Division

The Building Maintenance Division provides scheduled and routine maintenance to all town and school buildings and manages rentals in school gyms and auditoriums and is responsible for all town custodial and interior trade work operations.

In FY2022 the Building Maintenance Division:

- Performed various HVAC upgrades and repairs throughout town and school buildings. These include repairs to RTUs, motors, pumps, boilers, heating units, exhaust fans, condensate tanks, VFDs, Liebert units, compressors, hot water heating coils, heating pipes, ductwork and more. Coordinated installation of 66 new portable/window AC units. Duct cleaning and quarterly filters changes continued to be executed. Additionally, there were several HVAC programming upgrades.
- Completed large-scale projects at multiple town and school buildings to repair roofs, replace flooring, repair siding, convert tech rooms to classrooms, replace window shades, refinish wood floors, replace windows, conduct major repairs and programming updates to elevators, conduct updates to fire safety control panels, replace several heat detectors, install backflow preventers, coordinate mixing valve replacements, install water bottle fillers, conduct overhead door repairs, repair exterior parking lot lighting, transition buildings to LED lighting, conduct electrical switchgear upgrades, install period product dispensers, and more.
- Helped coordinate crack seal repairs and pavement markings at multiple town and school buildings.
- Completed over 3,100 work orders in support of repairs and maintenance of all Town facilities.

BUILDING DESIGN AND CONSTRUCTION DEPARTMENT

Permanent Public Building Committee

Stuart Chandler, Chairman, Richard Creem, Vice Chair, Lynne Deninger, George Kent, Roy Schifilliti, Irwin Silverstein, Gene Voloshin

Staff

Hank Haff, Director of Design & Construction, Ken Sargent, Senior Project Manager, Kathryn Copley, Administrative Specialist

Steven Popper, former Director of Design and Construction Retired in Nov. 2021

Purpose

The Building Design and Construction Department provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of $500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased, or operated by the Town having a total project cost of $500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured under the Public Facilities Department umbrella - Construction Division as the Director of Design and Construction. The department was renamed the Building Design and Construction Department at the May 2018 Annual Town Meeting. During FY 2022 the Department downsized from six to three staff. The Director, Steven Popper retired, one project manager transferred to the Building Maintenance Division (BMD) and another project manager became Needham's Superintendent of Water, Sewer & Drains. State Laws now require all Towns and awarding authorities to appoint an Owners Project Manager (OPM) for all construction projects over $1.5 million. The staff in this Department fulfills the requirement for OPMs on Town building projects.

FY2021 COVID-19 Pandemic

The department has continued its work thru the COVID-19 Pandemic. The PPBC has been meeting virtually since starting in March 2020, under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20", issued March 12, 2020, and in effect until termination of the emergency. This allows meeting of public bodies to be conducted virtually provided that adequate access is provided to the public. The emergency order was set to expire on June 15, 2021 but was extended thru April 2022. It was again extended thru March 2023.

Two of the Building Design and Construction project managers worked continually over the summer of 2020 and one project manager has continued full time with the Building Maintenance Division to assist with recommissioning of all schools and town buildings to bring the air exchanges and ventilation issues in line with current mandated guidelines and addressing deficiencies.

The pandemic affected two projects starting in April 2020. The remaining punch-list items for the Sunita L. Williams School were delayed and drawn out but are now complete. The Public Safety Complex & Fire Station#2 project was more significantly affected financially by observing COVID-19 cleaning protocols, an initial short delay in schedule, as well as impacts associated with supply chain deliveries and manpower availability. Supply chain issues are ongoing.

FY2022 Highlights

The following is a summary of completed or ongoing projects the PPBC has overseen, and the Building Design and Construction Department managed during FY2022 (July 2021 to June 2022). These projects were initiated during the period of FY2015 thru FY2022.

Project Name:	Public Safety Complex & Fire Station #2
Project Status:	Substantially Complete
Authorization:	$71,785,000
Budget Status:	On Budget with Supplement approved in May 2021 for COVID-19 related costs and remediation for contaminated soils found during construction
Architect:	Kaestle Boos Associates, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor (CMR):	Consigli Construction Co., Inc.

- At the November 2015 Special Town Meeting, Article 10: Appropriate for Fire Station 2 Feasibility Study, was approved in the amount of $50,000
- At the February 2016 Special Town Meeting, Article 3: Appropriate for Police/Fire Station 1 Feasibility Study, was approved in the amount of $90,000
- At the May 2017 Annual Town Meeting, Article 40: Appropriate for Public Safety Complex/Fire Station 2 Design, was approved in the amount of $250,000
- At the October 2017 Special Town Meeting, Article 10: Appropriate for Public Safety Complex/Fire Station 2 Design, was approved in the amount of $3,750,000
- At the October 2018 Special Town Meeting, Article 10: Appropriate for Public Safety Buildings Construction was approved in the amount of $66,245,000
- At the May 2021 Special Town Meeting, Article 37: Appropriate for Public Safety Buildings Construction was approved in the amount of $1,400,000

The architect, Kaestle Boos Associates, Inc. was selected by the PPBC through the Designer Selection process in April 2016 to conduct the feasibility studies for the Public Safety Building on Chestnut Street and Fire Station #2 on Highland Avenue/Webster Street. These studies were conducted together and included a review of the operational needs of both police and fire departments, assessments of the facilities and space needs, study of demolition, rebuilding and phasing of the projects and cost estimates of various options.

Schematic Design funds were appropriated at the May 2017 ATM. A preliminary estimate for completion of the project was developed. At the October 2017 Special Town Meeting funds were approved in the amount of $3,750,000 for Design Development/Construction Documents. Because of the complexity of the phased project and accelerated schedule, the use of Construction Management at Risk (CMR) method of project delivery was chosen. The application was submitted and approved by the Office of the Inspector General. Prequalified CMR firms were invited to submit proposals and Consigli Construction Co., Inc. was awarded the contract by the PPBC as CMR in January 2018.

Construction funding was requested and approved at the October 2018 Special Town Meeting subject to a successful debt exclusion override on the November 6, 2018 ballot. The override passed.

The bids from Prequalified Filed Sub Bidders were received in December 2018. The final Guaranteed Maximum Price for Consigli Construction was completed in January 2019.

The Public Safety Complex consists of the new Fire and Police Headquarters, on Chestnut and School Streets, being constructed in two phases. The planned first phase was construction of the new Fire Station and the planned second phase was the demolition of the old Fire/Police Station and construction of the new Police Station. Once the new Fire Station HQ on Chestnut Street was complete the fire department moved into the new building and the police department moved into modified temporary facilities at the Hillside Elementary School site. Then, the old building was demolished, and the new Police Station was built. The planned demolition and reconstruction of Fire Station #2 on Highland Avenue occurred within the same overall time frame with operations relocated to temporary facilities having been constructed at the Hillside School site.

A new communications system in support of police and fire dispatch is included as part of the overall project. A communications tower was erected at the Jack Cogswell Storage Building on Central Avenue in November 2019. Another communications tower was erected in the spring of 2020 at the Norfolk County Sheriff's Office in Dedham. Additional communications equipment has been placed and operated from the American Tower location at Cabot Circle. This communication system covers the entire town and enhances communication for the Fire and Police Departments.

The start of Phase 1 construction on the new Fire Station HQ on Chestnut Street began in March 2019 with the demolition of the buildings at 43 Lincoln Street and 66 Chestnut Street. Temporary swing space was designed for the Hillside Elementary School site for the Phase 2 Police Station portion of construction and for the Fire Station #2 construction. The Fire Station #2 staff moved into the temporary facility in January 2020 and the Police Department moved into the Hillside School in August 2020.

The new Fire Station HQ on Chestnut Street reached substantial completion in August 2020 at which time staff and equipment moved into the new building.

Demolition of Fire Station #2 on Highland Avenue started in March 2020. The discovery of unsuitable soils at the site delayed the excavation at the site for several months, which delayed

construction progress. The demolition of the existing Police/Fire HQ building, allowing Phase 2 of the project to commence, started in September 2020.

With the advent of the COVID-19 pandemic, the Carpenters Union ceased work on the project on April 6, 2020, for several weeks, which delayed this critical path activity and in turn delayed the project's completion. Manpower on the site was challenging as many of the trade workers elected not to work for several weeks. Consigli Construction, the general contractor, then operated under a COVID-19 protocol. This slow-down impacted the schedule and resulted in increased costs by observing COVID-19 cleaning protocols.

At the May 2021 Special Town Meeting an additional $1,400,000 was appropriated for the project to restore the contingency balance depleted by unforeseen COVID-19 related expenses incurred and by expenses to remove contaminated soil found at the Fire Station 2 while excavating for foundations. This additional amount enabled the work to proceed, keeping the project within the established timetables.

Work on the Fire Station 2 was substantially complete on November 8, 2021, and the Fire Station 2 staff moved in on the same day. The Public Safety Complex Phase 2 Police Department reached substantial completion on February 18, 2022, and Police Department staff moved in on February 22, 2022.

The Dedications for the Public Safety Complex and Fire Station 2 were held on June 30, 2022.

Project Name:	DPW Central Ave Storage Facility/Jack Cogswell Storage Building
Project Status:	Complete except for a PPA contract for the proposed Solar Array
Authorization:	$7,765,000
Budget Status:	Under Budget
Architect:	Weston & Sampson Engineers, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor:	Seaver Construction, Inc.

- At the May 2017 Annual Town Meeting, Article 45: Appropriate for DPW Storage Facility Feasibility was approved in the amount of $150,000
- At the May 2018 Annual Town Meeting, Article 35: Appropriate for Public Works Storage Facility was approved in the amount of $7,615,000 for design and construction funds

The project investigated locating a consolidated Public Works seasonal storage facility at the RTS on Central Avenue. Approximately 14,000 square feet of storage space is required to fulfill DPW programming needs as determined by the DPW relocation feasibility study. The selected location required coordination and permission of the Conservation Commission and Planning Board. Weston & Sampson Engineers, Inc. continued with detailed design as an extension of the DPW feasibility study.

At the May 2018 Annual Town Meeting construction funds were approved in the amount of $7,615,000. Design and permitting occurred from May to November 2018. General Contractor bids were received January 2019, and the contract was awarded to Seaver Construction, Inc.

Construction started in February 2019. As part of the project in excess of 10,000 cubic feet of rock had to be blasted and removed from the site. Substantial completion was reached November 2019. The building was renamed the Jack Cogswell Storage Building to honor the former Needham Town Meeting Member and frequent volunteer on various boards and committees including the Planning Board, Board of Appeals and Select Board.

As part of the project the Planning Board required the project to update the median strip at the entrance to the Recycle and Transfer Station to provide screening and remove Japanese knotweed from that area. This work was added to the project scope and is now installed.

Weston & Sampson coordinated with Kaestle Boos Associates, the architect on the Public Safety Complex & FS2 project, regarding the placement of the Police/Fire communications tower on the site. The tower was erected in November 2019 and a weather station was installed on the tower.

Weston & Sampson was also asked to conduct a study on the feasibility of placing solar panels on the roof of the building. The building was designed to accept the added structural load if it was decided to go forward with solar panels. The study was completed and the solar panel investigation for the Jack Cogswell Storage Building was discussed at a Chairs Meeting and with the Finance Committee in the spring of 2020. The Chairs Meeting group agreed on pursuing the investigation of use of solar power at the site. To make the best recommendation to the Town, the design by Weston & Sampson and the solar submission for application review went forward.
To maximize the potential benefit to the Town an application for the Solar Massachusetts Renewable Target (*SMART*) credits was submitted in June 2021 and accepted into Block #5 as a 144kW AC generation unit. The application for a Net Metering – Interconnection Services Agreement (ICA) was made in September 2020 and the Work Order was issued by Eversource in March 2021. At the October 2021 Special Town Meeting "Article #8 Authorize Solar Installation at Jack Cogswell Building", was approved to authorize the Select Board to lease the rooftop to a solar energy provider. This power purchase agreement (PPA) is being negotiated with Solect Energy with the assistance of Beacon Integrated Solutions.

The final inspection for the Conservation Order of Conditions was completed in the fall of 2021. Approval for the consolidation of all parcels included at the RTS by the Land Court (as required by the Planning Board special permit) was expected in the fall of 2021 but was delayed until April 2022.
The Department of Public Utilities (DPU) "single parcel rule" is delaying the solar project however, pending State climate legislation should supersede the current restrictions enabling the solar installation to proceed in FY2023.

Project Name:	Emery Grover Building Feasibility Study/ Design/ Construction
Project Status:	Design & Construction
Authorization:	$21,035,000
Budget Status:	On Budget
Architect:	Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.

- At the October 2018 Annual Town Meeting, Article 11: Appropriate for Emery Grover Feasibility was approved in the amount of $130,000

- School Department supplemental funding of $30,000 was provided for additional studies
- At the October 2021 Special Town Meeting, Article 7: Appropriate for Emery Grover Building Design was approved in the amount of $1,475,000
- At the May 2022 Annual Town Meeting, Article 21: Appropriate for Emery Grover Construction was approved in the amount of $19,400,000

A Request for Proposals was issued in January 2019. Bargmann Hendrie + Archetype, Inc., (BH+A) was selected as the Architect by the PPBC through the Designer Selection Process in March 2019.

The goal of the study was to confirm the program of spaces and explore whether a functional school administration building could be created on the existing or alternate town site. The study examined the constraints from the 1987 National Register of Historical Places designation and the options for renovating and adding to the existing building. Programing was confirmed and included a large conference room and room for the school technology department. Multiple alternate site options were explored. The study began in April 2019 and was completed in June 2020. A preferred option was selected with a three-story wing added to the back of the building. Detailed review of the cost estimates, resulted in "value engineering" that reduced the total program area from 34,717sf to 21,108sf to reflect a more efficient use of the shared space, construction of common work areas, and relocation of the educational technology/ head end function to other school buildings. This enabled the school administration to fit within the existing four floors of the historic Emery Grover Building. The final design also included temporary use of the Hillside Elementary School as swing space for the school administration personnel during construction.

The Hillside School renovation bid documents were issued on March 24, 2022, Filed Sub-Bids were received on April 7, 2022, and the General Contractor bids were received on April 24, 2022. J.J. Cardosi, Inc. of Riverside, RI was the low bidder and the contract for $1,277,000 was awarded by the PPBC on April 26, 2022 pending Town Meeting funding. Construction started in May and is projected to be completed by December 2022 so the school administration can move during the winter break.

The Emery Grover Renovation 60% Construction Documents were issued on March 31, 2022, and updated cost estimates are underway to confirm the appropriate contingency funding level for construction. COVID pandemic and other international factors have manifested in cost escalation, supply chain disruptions, labor shortages and inflation in the construction market which are affecting all construction cost estimates which may require further contingency funding for the project. Bid Documents should be ready by August 2022 with Bids due in September in advance of the October 2022 – Special Town Meeting.

If all goes according to the current schedule construction on the Emery Grover Building will start in January 2023 and be complete by May 2024 for re-occupancy during the summer of 2024.

Project Name:	Master School Plan Study
Project Status:	Complete
Authorization:	$240,000
Budget Status:	On Budget

Architect: Dore + Whittier Architects, Inc.
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2018 Annual Town Meeting, Article 32: Appropriate for General Fund Cash Capital Pollard Phased Improvement Feasibility Study was approved in the amount of $65,000
- At the May 2019 Annual Town Meeting, Article 37: Appropriate for General Fund Cash Capital School Master Plan Supplement in the amount of $125,000
- A Reserve Fund Transfer was made of $50,000 from the Finance Committee in August of 2021- for further refinement of the Options

The goal of the study is to develop recommendations for long-range school capital plans under different enrollment scenarios and catalog the condition of all the Elementary and Middle School buildings (except Sunita Williams ES) for the School Department to make informed decisions for prioritizing and scheduling building construction, renovation and maintenance projects going forward. A Request for Proposals was issued in August 2019. An architect, Dore + Whittier Architects, Inc., was selected by the PPBC through the Designer Selection Process in September 2019. The study began in the fall of 2019.

Dore + Whittier developed preliminary cost estimates, timing, and sequencing of four preferred scenarios out of the seven originally investigated. These four preferred options addressed the most pressing problems in a timely fashion and were worthy of further detailed study and cost estimation. The study made facility assessments of all the Elementary and Middle schools in town, except for the Sunita Williams Elementary School. A focus of the study is for the renovation/replacement of the Mitchell Elementary School along with renovations/upgrades to the Pollard Middle School and address overcrowding issues at High Rock 6th Grade Center. The final report was presented to the PPBC and School Committee in November 2020.

In August 2021 D+W responded to the Town's request to revisit the options to determine if the cost of the options were more feasible if the timelines were extended. Also, an additional "Status Quo" Option "E" was studied which maintained the current grade configuration and assumed that the Mitchell School project went first followed by Pollard, and High Rock and finishing in 2053 with additions to the Eliot school and assumed that all projects involved MSBA participation.

The School Committee voted a preferred Option "D" which starts with an addition and renovation of the Pollard Middle School (as a Town funded grade 6-8th grade project). Once Pollard is complete Mitchell School students would move to High Rock for temporary accommodation and then the Mitchell school would be reconstructed as a 3-section. This Option "D" would be the least expensive and most rapid to address the issues at Mitchell with completion by Sept 2034. A financing plan is still being studied to determine which approach is fundable within the Towns debt limits.

Project Name: Ridge Hill Demolition Feasibility Study
Project Status: Re-bidding Fall 2022
Authorization: $625,506
Budget Status: On Budget- Value Engineering in process for re-bidding

Architect: Dore + Whittier Architects, Inc.
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2019 Annual Town Meeting, Article 13: Appropriate for Ridge Hill/Nike Site Consulting & Feasibility Study was approved in the amount of $50,000. $25,000 is designated for the Ridge Hill Study under the direction of the Town Manager and $25,000 for the Nike Site Study under the direction of the Conservation Commission.
- At the October 2021 Special Town Meeting, Article 06- Appropriate for Ridge Hill Buildings Demolition was approved for $603, 091.

The Town Manager asked the BD&C department to oversee the feasibility study for the demolition of the manor house and garage. Dore + Whittier Architects, Inc. was asked to submit a proposal to conduct the study, which was accepted. The feasibility study for the demolition of the manor house and garage began in August 2020 and was completed in November 2020. The estimated cost to demolish the buildings was $756,891. Funds for demolition work were going to be requested at the May 2021 Annual Town Meeting however the article was withdrawn until further assessment can be done.

The project team completed a "value engineering" (VE) analysis which reduced the estimated cost to $603,091 with contingency. This amount was funded at the October 2021 Special Town Meeting. In April 2022 demolition bid documents were issued and bids received in May 2022. Only three bids were submitted, and all were too high to award the contract. Further VE options will be reviewed with plans to ask for further funding and a re-bid of the project in the fall of 2022. It is anticipated that greater competition might lead to lower bids if the timing is delayed so not to compete with summer school projects in the eastern Massachusetts construction market.
Project Name: Auditorium Theatrical Sound & Light Systems Needs Assessment
Project Status: RFQ to be re-issued in September 2022
Authorization: $60,000
Budget Status: On Budget
Architect: TBD
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2021 Annual Town Meeting, Article 35: Appropriate for Auditorium Theatrical Sound & Light Systems Needs Assessment was approved in the amount of $60,000.

The goal of the **Theater Sound and Light Study of Select School Buildings** is to develop a detailed feasibility plan for updating the theatrical sound and lighting systems in the Pollard, Newman, and Needham High School Auditoriums. The design effort should include a condition assessment of the audio/visual equipment in each venue, incorporate feedback from constituent users (staff, students, community theater members), assess the impact of new theatrical sound and lighting equipment on associated building systems (electrical, heating/ventilation, technology) and auditorium structures, and make recommendations for required upgrades at each location. The plan should reflect the district's vision for each venue and incorporate a phased implementation approach that prioritizes the projects in sequence, reflecting constituent priorities and needs. The final product should include a detailed design plan, project timetable and cost estimates.

A request for qualifications (RFQ) was advertise in June 2022 with an Architect leading the team, however no submissions were received. Design services will be sought again in the fall of 2022 with a Sound & Light Designer as the project team lead.

Project Name: Center at the Height Space Utilization Study (CATH)
Project Status: Ongoing – RFQ release anticipated Summer 2022
Authorization: $75,000
Architect: TBD
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2022 Annual Town Meeting, Article 23: Appropriate for Center at the Heights Space Utilization Study was approved in the amount of $75,000.

The goal of the Center at The Heights Space Utilization Study is to assess the existing operations and review the utilization of the rooms and their function within the building, identify overcrowding problems and areas that are underutilized. Topics to be studied include options for reallocating spaces to a different use, usage of the rooftop deck, adding to the building to reduce overcrowding, enhancing schedules, providing alternate accessible entrances, and expanding parking. The final product should include a detailed report with a facility assessment, recommendations for modifications, feasibility design plans, project timetable with priorities, phasing, and cost estimates. Design services will be sought in the summer of 2022.

Project Name: Roof Top Unit Replacement (Broadmeadow & Eliot Schools)
Project Status: Ongoing - RFQ release anticipated Summer 2022
Authorization: $817,750
Architect: TBD
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2022 Annual Town Meeting, Article 23: Appropriate for Roof Top Unit Replacement (Broadmeadow & Eliot Schools) was approved in the amount of $817,750.

The goal of this study is to determine the best path forward for the Town of Needham to replace/ upgrade the 20-year-old RTUs at two elementary schools. The current units are past the end of their useful life. The Schematic Design study must assess a minimum of two options and compare multiple variables of cost, energy code requirements, goals for the decarbonization of municipal buildings, construction phasing and logistics. The final product should include a detailed report recommending a preferred option with a project schedule, schematic design, construction cost estimates, operating cost estimates, energy assessments, phasing, and a decision matrix used to help the PPBC select a preferred option. This study must also consider the Massachusetts -2050 Roadmap to Decarbonization, and the Town of Needham's Climate Action Plan (currently in process) within the decision matrix. Design services will be sought in the summer of 2022.

Project Name: Library Space Utilization Study
Project Status: Ongoing- RFQ release anticipated Winter 2022
Authorization: $60,000
Architect: TBD

Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2022 Annual Town Meeting, Article 26: Appropriate for Library Space Utilization Study was approved in the amount of $60,000.

The goal of the Library Space Utilization Study is to determine if the library's interior space can be better arranged to respond to the issues, concerns, opportunities, and constraints of the Library Strategic Plan. Library operations, collections, catalogue, and reference systems have undergone many changes with the transitions in technology and publishing during the past 17 years when the Needham Public Library was most recently renovated. Design services will be sought in the fall of 2022.

Project Name: DPW Complex Feasibility Study
Project Status: Ongoing- RFQ release anticipated Spring 2023
Authorization: $60,000
Architect: TBD
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2022 Annual Town Meeting, Article 27: Appropriate for DPW Complex Feasibility Study was approved in the amount of $60,000.

The goal of the study is to determine the most efficient use of DPW facilities and recommend further action. This Study will lead to a master plan to implement needed upgrades to existing facilities and generate additional capital improvement requests. Both the DPW Garage at 470 Dedham Ave and the Daley Building are past the end of their useful life and in need of upgrades in order to better accommodate DPW staff and support their daily operations. It is anticipated that design services will be sought in the early spring 2023.

Project Name: Electric Vehicle Charging Stations
Project Status: Ongoing
Authorization: DPW Budget
Architect: Horizon Solutions (design/build)
Owners Project Mgr.: Building Design & Construction Dept.

The DPW Director asked the BD&C department to help research the addition of eight electric vehicle charging station at three public parking locations. A senior project manager was tasked with coordinating the grant funded program called the Massachusetts Electric Vehicle Incentive Program (Mass EVIP). The Town planned to place the charging stations in three public parking lots, at PSAB, downtown and Rosemary Recreation Center. The Applications were submitted in February of 2021 to Eversource for the "Make Ready Program". MassDEP approvals for funding through MassEVIP were approved in April 2022. Needham Planning and Conservation approvals were received in June 2021. Construction of the dual EV charging stations at Rosemary Recreation Center and 0 Chestnut Street lots were completed in September & October 2021. Construction of the two dual charging stations at 500 Dedham Ave has been delayed. Eversource redesigned the electrical transformer location, which required updated planning approval and grant of location by the Select Board. Additional funding for the Make Ready

Program has been delayed, which delays this project – now estimated for construction in Spring 2023.

Looking Forward

Upcoming future and continuing projects to be overseen by the PPBC and BD&CD during FY2023 include:

- Completion and closeout of the Public Safety Complex & Fire Station #2,
- Construction completion of the Hillside School for temporary use by School Administration, and coordinating the move of School Administration out of EG into Hillside temporary offices planned for December 2022,
- Emery Grover Renovations bidding, added funding (as needed), for start of construction in January 2023,
- Re-bidding of the Ridge Hill Demolition project to tear down the mansion and garage with the start of demolition in the winter of 2022- for completion in Spring 2023,

Additional support for the School Department includes - Other studies included in the five-year capital plan that will become PPBC projects such as:

- School Master Plan – refinement of options, and estimated project cost to assist the Town's Finance Director to develop a viable finance plan so the Town can decide on the best path forward on the Mitchell Elementary School and Pollard Middle School projects. Assist the School Department to prepare a Statement of Interest (SOI) to the MSBA.
- Theater Sound and Lighting in Select Schools -needs assessment & Feasibility Study (for the Needham High School, Newman & Pollard)- develop cost estimates and schedule for funding and implementation.
- Rooftop Unit Replacement at the Eliot School and Broadmeadow School. Complete Feasibility and Schematic Design, refine the cost estimate and schedule for construction.

Support for the Town Manager including working with the following Town Departments and committees:

- Needham Public Library, Board of Trustees – Library Space Utilization Study, cost estimates, prioritization, and schedule for projects.
- Department of Public Health & Senior Center – Center at the Heights (CATH) Space Utilization Study- Complete Feasibility, cost estimates and schedule for a project budget.
- Department of Public Works – DPW Complex Feasibility Study

Climate Action Plan Committee

The Select Board defined a Goal for FY2022 to establish a Climate Action Plan to be developed by a new Climate Action Plan Committee (CAPC) tasked to define a climate plan for Needham that is consistent with the Commonwealth's 2050 Roadmap to Decarbonization. To develop this plan the Select Board has formed a CAPC of concerned citizens with expertise in the field of sustainability and requested them to develop the Climate Action Plan. The new Director of BD&CD and the department's Administrative Specialist have volunteered to support this advisory committee.

PPBC has had prior discussions regarding Net Zero construction. A net zero building has three components: 1) energy efficient envelope and building systems, 2) energy efficient electric heat pumps (ground source or air source) and 3) on and/or off-site renewable energy. The goal is to move away from using fossil fuels transitioning to renewable energy. While the municipal buildings are a small contributor to the town's greenhouse gas (GHG) emissions, the Town plays an important role in setting the framework for the residents, businesses and non-profits and leading-by-example to achieve these goals and reduce climate change.

The Permanent Public Building Committee and the Building Design & Construction Department are challenged by the enormously important and complex projects that have been appropriated by the Town. Successful and timely execution of these projects is essential to satisfying full integration within the Towns infrastructure.

NEEDHAM COMMISSION ON DISABILITIES

Jeanie Martin, co-chair, Corine Burke, co-chair (7 21 to 5 22), Carol Thomas, secretary (7 21 to 5 22) and co-chair (5 22 to present), Tatiana Swanson, treasurer and ADA liaison, and members Debbi Heller, Alexa Moore, Karen Morales, Barbara Moss, and Felix Zemel. Liaison to the School Committee is Julie Muse-Fisher; Needham Police Department Community Service Officer is Kelly Scolponeti; Consultant from MetroWest Center for Independent Living is Paul Spooner.

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month except for the months of July and August, and if needed there is a meeting in December. NCOD has the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed town employee, and other interested Needham residents. There is currently one vacancy on NCOD. We are currently seeking applications for this vacancy.

COVID-19 update: Meetings were held on-line via Zoom.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To award grants to community based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham

BUDGET

The NCOD annual budget is $550. There is a remaining balance of $6.86. The expenses were as follows:

- $139.64: Refreshments for NCOD Retirement Party (Dale Wise, Corine Burke, Mani Iyer, Elaine Saunders)
- $139: Plaques for retiring members (Corine Burke and DaleWise)
- $264.50 - Braille Plaque for Mani Iyer

Additionally, the Town liaison for the NCOD received a $1500 stipend.

FY 2022 HIGHLIGHTS

Advising

- Worked in conjunction with the Metro West Center for Independent Living and the Massachusetts Office on Disability (MOD) on all legal and technical matters pertaining to persons with disabilities.

- Advised town officials and local businesses regarding the number and dimensions of accessible parking spaces, of proper signage required for HP spaces and building access in order to ensure compliance with ADA and the Massachusetts Architectural Access Board (MAAB) regulations. This included concerns at CVS, Needham Cooperative Bank, Dunkin Donuts, 245 Rosemary Park, Mitchell School and the Needham Public Library.

- Provided a letter of support for 3 out of 4 variances requested by the architect for the Wyeth House renovations.

- Continued to evaluate the Town of Needham's website for accessibility and took steps to improve it.

Advocacy Calls

- Responded to advocacy calls on a variety of matters including a Needham landlord concerned about possible abuse of a disabled resident by an aide, the blocking of the curb cut at the rear entrance to the library, a family in need of support following surgery and a resident who was suffering from the noise of excessive truck idling near her home. NCOD was able to provide the resident with noise-cancelling headphones through the Be Kind Needham program.

Accessible Parking

- Continued to make available accessible parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments. One sign was sold to The James Pub & Provisions.

- Worked with the Police Department liaison to update the information regarding current accessible parking spots in Needham.

Grants

- Continued to offer grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds are made available from fines accrued from accessible parking violations.) The grant application can be found on NCOD website. A grant was

approved for the Intensive Learning Center at Needham High School to purchase equipment and furniture.

Community Service/Education

- Continued to distribute the NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers. Brochures were also made available at the Needham Harvest Fair.

- Guest speakers included a representative from the Office of Consumer Affairs about Holiday Fraud Protection, a representative from the Disabled Persons Protection Commission about investigating abuse by caregivers, and a representative from the Needham Health Department about Healthy Aging in Needham.

- Received weekly e-mail updates from the Disability Policy Consortium on a wide variety of issues pertaining to persons with disabilities.

- NCOD members served as representatives to the Local Emergency Planning Committee and to the Needham Diversity Initiative to ensure that accessibility issues are addressed.

- Remained informed about regulations and issues concerning persons with disabilities through subscriptions to publications, newsletters and through the public media.

NCOD Committee Development & Support

- Provided an in-depth orientation to new NCOD members.
- Held a celebration to honor retiring NCOD members.
- Used various social media sites to inform the community about vacancies on NCOD as well as about the availability of grants from accessible parking fines.

Partnership with MOD

- Attended MOD quarterly meetings via Zoom. Issues included updates on Assistive Technology, Emergency Preparedness programs, Client Assistance programs, Municipal grants, and Level Up to Equality webinars. Representatives from other CODs in Massachusetts also presented their recent projects to improve building and programmatic access.

- The Town of Needham applied for and was awarded a grant from MOD to conduct a Self Evaluation and Transition Plan. Two consultants on this project met with NCOD to get input from the commission and to describe their work in progress.

Park & Recreation Partnership

- Representatives from MetroWest Center for Independent Living came to Needham to assist NCOD in evaluating accessibility and safety concerns at Perry Park.

- Worked with the Park and Recreation Department to evaluate the accessibility and safety of all town playgrounds and fields. Also, developed a survey regarding these concerns to be distributed to residents.

FY 2023 FORECAST/GOALS

Advising

- To continue to work with the School Administration, Town Clerk, Town Engineer, Highway Department, Permanent Public Building Committee, the Park and Recreation Department and other pertinent Town of Needham departments in an advisory capacity to ensure compliance with MAAB and ADA building codes at schools, playgrounds, private businesses, community based agencies and other municipal buildings as they are renovated.

- To continue to work with the Park and Recreation Department to develop a plan and raise funds for improving the accessibility and safety of all playgrounds and fields.

- To continue to work with the consultants on the Town's Self Evaluation and Transition Plan in order to achieve a high level of accessibility in all Needham buildings and programs.

- To continue to participate in the Local Emergency Planning Committee to promote awareness of issues for persons with disabilities.

- To continue to evaluate the NCOD website in order to make it as accessible as possible.

- To continue to be a resource to the Needham Diversity Initiative and to participate in their annual Diversity Summit.

- To continue to work with the Town Clerk's office to promote use of the Automark voting machine, so that persons with visual impairment can vote independently.

- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.

ADA Compliance

- To continue to work with Needham Public Housing, its residents and Needham businesses to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.

Accessible Parking

- To continue to inform non-compliant business property owners of regulations regarding proper accessible parking signage and offer properly worded accessible parking signs to public and private organizations and businesses at a reduced cost.

- To continue to work with the Needham Police to enforce proper usage of accessible parking spaces through a program that tickets violators.

Grant Program

- To continue to promote awareness of the grant program that utilizes funds accrued from accessible parking fines for the specific benefit of persons with disabilities in the community.

Community Education

- To continue to distribute the updated NCOD brochures throughout the Town of Needham.

- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to persons with disabilities, with a focus on establishing a larger presence on social media platforms.

- To continue to promote registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.

- To encourage Needham citizens to attend NCOD meetings which are publicly posted and to continue to use social media and other venues to advertise vacancies on NCOD.

For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Members:	*Appointed by:*
Peter Pingitore, Chair	*Moderator*
Artie Crocker, Vice Chair	*Conservation Commission*
Jeanne McKnight	*Planning Board*
Joseph Barnes	*Select Board*
Robert Dermody	*Select Board*
Laura Dorfman	*Historical Commission*
Chris Gerstel	*Park and Recreation Commission*
Reginald Foster	*Housing Authority*
Rick Zimbone	*Town Moderator*

Staff

Cecilia Simchak, Staff Liaison
Kristen Wright, Recording Secretary

The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund. Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as "the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing." Needham voted to accept the legislation in November 2004.

In FY2022, the Community Preservation conducted the following activities:

- Throughout FY2022 the Community Preservation Committee (CPC) continued conducting meetings in a hybrid manner and all meetings were made available on the Town's YouTube channel.
- A total of 12 applications were received for the FY2023 funding cycle. Of the 12 submitted, 5 applications were submitted to Town Meeting for funding.
- A public hearing was held on March 16 at the Public Service Administration Building in the Charles River Room and via Zoom.
- The Needham Community Preservation fund received its state distribution of $1,112,652 from the Commonwealth in November 2021 which is a 39.4% match to local collection.
- The Town collected $2,955,000 in FY2022 through the local surcharge.
- At the May 2022 Town Meeting the following projects were funded utilizing CPA funding:
    - Fund the Needham Housing Authority Pre-Development Linden Chambers housing project in the amount of $1,386,000.
    - Fund a property survey for the Needham Housing Authority at the High Rock Estates in the amount of $81,978.
    - Fund the construction of growing beds at the Needham Community Farm in the amount of $200,000.
    - Fund the design and engineering costs associated with the reconstruction of the High School Tennis Courts in the amount of $50,000.
    - Fund the historic renovation of the Emery Grover Building in the amount of $2,000,000.
    - Increase the Community Housing Fund from a 11% appropriation to a 22% appropriate for an additional appropriation of $404,700

GOLF CLUB ADVISORY COMMITTEE

Daniel Dain, Chair, Paul Brockman, Jack Heavy, Richard Reilly, Jon Schneider, Chris Gerstel, Victor Seidel

Purpose

The Golf Club Advisory Committee members are appointed by the Select Board to act as a liaison between the Needham Golf Club and the Select Board. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the Lease with the Town. The Committee also provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Select Board.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot, and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

The current Lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate at any time for "any lawful municipal purpose" upon action by the Town Meeting.

Under the terms of the Lease, residents have the right to use the golf course for one full weekday, one partial weekday, and one partial weekend day. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter recreation. The Lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2022 Highlights

- The Committee met with Club President Bob Ernst and Club Vice President Hans Hagen twice during 2021, on April 25 and November 14, in person at Town Hall.
- At the two meetings, the Committee reviewed with the Club's leadership the Club's compliance with the terms of the Lease, including rights of winter recreation, Needham High Golf Team access, and resident days; as well as resident composition of newly accepted members, and the prohibition of discrimination on the basis of sex, race, color, creed, sexual orientation, and national origin.

- The Club reported that fewer than 90 percent of new members for the calendar 2022 season were residents, below the threshold set forth in Lease section 9.2. The Club received a waiver from the Town Administrator under section 9.5.

- The Committee also reviewed with the Club whether there had been any issues with the neighborhood during the year. The Club reported few if any issues with neighbors.

HISTORICAL COMMISSION

Laura Dorfman Chair; Don Lankiewicz, Vice Chair; Gloria Greis, Secretary; Rose A. Doherty; Jeffrey Heller; Joe Morrell; Leah Wolkovitch-Quarty

Purpose

The Historical Commission was created to ensure the preservation, protection, and development of the historical assets that are the visible evidence of the Town of Needham's history. The commission conducts research to identify places of historic or archeological value and seeks to coordinate the activities of unofficial bodies organized for similar purposes. The commission communicates with the Select Board about recommendations as to the whether an asset should be certified as an historical or archeological landmark.

Functions

- Assist residents in obtaining historical information about the town
- Review proposed demolition projects in accordance with the demolition delay by-law (2.11.5)
- Work with the Town in the evaluation of the future use of historic buildings

FY 2022 Highlights

- John Minchen-Frederick L. Broadley House at 28 Wyoming Avenue: Voted "historically significant" and conducted a public hearing at which the Commission voted that the property was "preferably preserved" and worthy of a delay period of 6 months to allow consideration of alternatives to demolition.
- Thomas Kingsbury House at 284 Webster Street: Voted "historically significant" and conducted a public hearing at which the Commission voted that the property was not "preferably preserved" because the property was too damaged, and a demolition delay was waived.
- Galen Orr House at 1019 Central Avenue: Voted "historically significant" and conducted a public hearing at which the Commission voted that the property was not "preferably preserved" because the property was too damaged, and a demolition delay was waived.
- Rufus Mills House at 764 Central Avenue: Voted a barn structure adjacent to house was not "historically significant" and waived a demolition delay.
- Adopted the Commission's statement regarding racial equity for the Town of Needham in terms of greater diversity in Commission membership and in designating historic properties in the town.
- Met with Jenn Doherty, the Local Government Programs Coordinator of the Massachusetts Historical Commission, to the process for creating a Local Historic District.
- Advanced the creation of the town's first Local Historic District by recommending to the Select Board the appointment of a study committee responsible for investigating the desirability of establishing such a district.
- A member of the Historical Commission represents the Commission as a designated member of the Community Preservation Committee.

NEEDHAM HUMAN RIGHTS COMMITTEE

Tina Burgos (Chair), Lt. Belinda Carroll (liaison – NPD), Cynthia Ganung, Kerry Hurwitch, Katie King (liaison-SB), Amelia Klein, Rinaz Mala, Finn McKeon (NHS), Jennifer Howard Schroeder, Marlene Schultz, Bud Schram, Julie Venables, Emme Ward (NHS)

Charge (Approved August 12, 2008)

Created in 1995 by the Select Board, the mission of the Human Rights Committee is to address matters pertaining to human and civil rights and problems related to thereto that may arise in the Town.

The charge of the Committee is to:

1. Advocate appreciation and respect for human and civil rights in our Town (EDUCATION);
2. Organize and/or recommend community events to constructively promote respect for human and civil rights in our Town (COMMUNITY OUTREACH);
3. Provide advice and assistance to the Town Manager, Chief of Police, and/or other Town offices in response to issues that challenge the human and/or civil rights of any individual or group in our Town (COMMUNITY RESPONSE)

NHRC Logo

The NHRC logo design, which is universally recognized, combines the shape of a hand with that of a bird (dove). It was created by an international committee for the promotion and protection of human rights.

Membership

Official members of the Needham Human Rights Committee are Needham residents who volunteer to serve on the Committee. They are appointed by the Select Board.

The Committee shall consist of 12 members. When practicable, the Committee should include representatives or designees of the Needham Police Department and the

Needham Public School Department (ex officio and non-voting), the Needham Commission on Disabilities, and the Needham Housing Authority. Membership should also include a representative of the local clergy, a senior citizen, a tenant of the Needham Housing Authority, a realtor, and a Needham High School student.

Meetings

Human Rights Committee meetings are usually held the *third Thursday* of each month at Needham Town Hall, Highland Room, 7:30-9:00 pm. During the pandemic, virtual meetings have been conducted via Zoom. The Zoom meetings were recorded and are available for viewing on the YouTube channel. Meetings are open to the public and all meeting dates and agendas are posted on the Town website 48 hours prior to the meeting. On occasion, guest speakers are invited by the Committee to share their expertise in the area of human rights. Guest speakers play an important role as resources for planning future NHRC events. The Committee welcomes all Needham residents who are interested in human rights to attend a meeting and to learn about the work of the Committee. (Contact: www.needhamma.gov/humanrights)

Community Education

Organizing and sponsoring community events and educational forums related to human rights play a major role in the work of the NHRC. Following are highlights for the Fiscal Year 2022:

Needham Harvest Fair
October 3, 2021
Town Common

The annual Needham Harvest Fair is organized by the Charles River Regional Chamber (formally the Newton-Needham Regional Chamber) in collaboration with the Town of Needham. An exhibit at the Fair, developed and hosted by the Needham Diversity Initiative, highlighted the mission and initiatives of social justice/action groups in Needham. The title of the exhibit was *Voices in Unity*. The NHRC was a co-sponsor of the exhibit and joined other participating groups to inform the community about its work and its role as an official Town committee. The Fair provided a welcoming community setting in which to connect with Needham residents. (*Voices in Unity* video, produced by Equal Justice Needham, available at: https://youtu.be/GuH34pT7iJg - Click: *Browse YouTube*)

Diversity Summit
November 14, 2021
ZOOM Conference

The Needham Diversity Summit is an annual event that brings together community leaders, friends, neighbors, and students to explore, foster, strengthen, and celebrate Needham's diversity – of socioeconomic status, race, sexual orientation, gender identity and expression, religion, ethnic identity, age and ability. This year's theme was *Voices in Unity*.

The keynote speaker was Dr. Gary Bailey, a Professor of Practice at Simmons School of Social Work and at the Simmons School of Nursing. In addition Needham leaders, residents & students shared their diverse journeys, followed by interactive breakout sessions on topical issues and what's next in activism. The program concluded with inspirational multimedia video & musical presentations. The Needham Human Rights Committee has been a co-sponsor of this important event for many years. NHRC members served on the Diversity Summit Planning Committee. Participants in the Diversity Summit program included a Select Board member, Needham Police Chief, representative of NUARI, State Senator, State Representative, and chair of the Needham Human Rights Committee. (Zoom recording of the 2021 Diversity Summit can be found at https://www.needhamdiversity.org/)

Annual Martin Luther King, Jr. Day Celebration
Jan. 17, 2022
ZOOM Conference

This annual family friendly event celebrates the legacy, life and achievement of Dr. Martin Luther King, Jr. The event is hosted by the Needham Diversity Initiative. NHRC is an on-going sponsor of the community celebration. Other sponsors were the Needham Interfaith Clergy Association, and the Needham Public Schools and their METCO program. Two members of

NHRC serve on the board of NDI. This year's program presented a musical celebration of Dr. King's legacy featuring local artists and groups. In Dr. King's words: "Much of the power of our Freedom Movement in the United States has come from this music. It has strengthened us with its sweet rhythms when courage began to fail. It has calmed us with its rich harmonies when spirits were down." Jonathan King, a diversity, equity and inclusion practitioner, was the keynote speaker. Featured guest Brother Dennis Slaughter, Director of Music at the Parkway Church in Milton, directed the Boston Community Gospel Choir. (Zoom recording of 2022 MLK Day celebration available at https://www.needhamdiversity.org/)

At My Neighbor's Table Series
Jan. 23, 2022
Zoom Conference

The At My Neighbor's Table events adhere to the principal that all people - regardless of social, economic or health status; gender, religion, national, racial or ethnic identity; sexual orientation, political affiliation, age, or physical ability - are deserving of respect and equity within communities. Through the process of dialogue, AMNT program developers create conversations that bring people together in collective learning and inquiry. The conversations foster respectful sharing, listening, and discussion about equity in our communities. Two members of the NHRC serve on the AMNT planning committee, one member chairing the Committee. The title (and focus) of the 2022 event was *Leaning into Challenging Conversations: How to Listen, What to Say, How to Say It.* Liora Norwich, Executive Director at Network for Social Justice, was the guest presenter and facilitator. Ms. Norwich worked in Israel and Palestine to advance social justice and civic engagement through integrated community development initiatives with local partners and international organizations. The interactive workshop focused on meaningful conversation and active listening, and provided a framework for engaging in dialogue across difference.

Juneteenth
June 1-19, 2022

Juneteenth is a remembrance of the date in 1865 — 2½ years after Abraham Lincoln signed the Emancipation Proclamation — when a Union general arrived in Galveston and informed Texas residents that enslaved Black people had been freed, prompting the release of tens of thousands still in bondage. 2022 was the second year the Needham Human Rights Committee planned and executed a formal event for Juneteenth to recognize and celebrate this pivotal holiday of independence. This year the Needham Diversity Initiative collaborated with the Committee to plan events. Due to COVID-19, events were celebrated virtually. Beginning on June 1, NHRC launched a series of daily Facebook posts featuring activities, events, and resources leading up to June 19. In commemoration, a statement was shared with the Needham community:

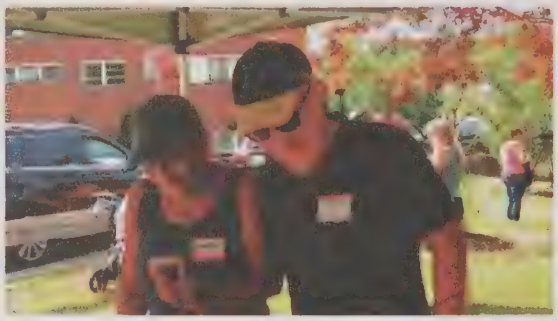
> Commemorating Juneteenth is an important acknowledgment of the sacrifice of formerly enslaved Black people in this country, and a reminder of the ongoing racial justice work needed for the promise of freedom to be a reality for all of us. It's a day we commemorate the end of slavery and we honor the Black community's role fighting for their rights and making us a better nation.
>
> Across the country, hundreds of people, of all races, nationalities and religions join hands to acknowledge the painful history and lasting systemic impact of slavery and racial injustice in the United States. Juneteenth is an opportunity to recommit ourselves to the goal of creating a more equal and just society.
>
> In 2020, Massachusetts Governor Charlie Baker proclaimed June 19th to be an official state holiday. The Needham Human Rights Committee recognizes this important holiday of independence in its continued resolve to bring about equality for all citizens of our community. We ask that you join us in observance of this pivotal moment in American history. *(Previously recorded by Select Board member Marcus Nelson and posted on the NHRC Facebook page)*

Race Amity Day
June 12, 2022
Amity Path

Amity means friendship. Race Amity Day is a celebration of the tradition of cross-cultural and cross-racial partnership and collaboration. It occurs on the second Sunday in June. The Commonwealth of Massachusetts declared Race Amity Day an official holiday in 2015, thanks to the efforts of Rep. Denise Garlick of Needham. Cities and towns of Massachusetts are encouraged to recognize Race Amity Day in some meaningful way. The purpose of Race Amity Day is to:

- Develop forums and initiatives to advance cross-racial and cross-cultural amity that impact the public discourse on race
- Overcome racial prejudice through association, amity, and collaboration.
- Encourage and advocate for cross racial/cross cultural friendships

These objectives were met in the 2022 Needham Race Amity Day celebration through activities designed to create a community gathering: sharing food, organizing play activities for young children, and entertainment. The NHRC was a co-sponsor of the event which was hosted by the Needham Diversity Initiative. The multi-racial audience was inspired by musical guests West of Willow Band and the Interfaith Coalition Singers. Attendees strolled together on the Needham Amity Path, while children & families engaged in rock painting.



Community Outreach

In pursuing its mission, the NHRC seeks opportunities to collaborate - and develop on-going relationships - with groups in the Needham Community. Following are examples of ways the

NHRC has made efforts to collaborate with official and non-official Town Committees and organizations.

Needham Unites Against Racism Initiative
During the summer of 2020, the Needham Select Board launched the Needham Unites Against Racism Initiative (NUARI) in an effort to establish a framework for the community to discuss difficult issues related to racism and create strategies for dismantling systemic racism and making Needham a more inclusive and welcoming community for all. The Select Board appointed two members of the Needham Human Rights Committee to sit on this working group: Marcus Nelson (former NHRC member) and Jennifer Howard Schroeder, along with invited members of the community.

NUARI's efforts led to the planning of a three-part community conversation on race and policing, called *Connections: Cops and Community*, all three moderated by Needham resident Chad Williams, Professor of History and African and African American Studies at Brandeis University.

1. The first session in March of 2022 introduced by NHRC members Tina Burgos and Marcus Nelson gathered three panelists: Needham Police Officer Anthony Frongillo, covering the history of policing in the United States; Gloria Greis, Executive Director, Needham History Center & Museum, speaking about the history of policing in Needham; and Police Chief John Schlittler, discussing current policing in Needham.

2. The second session, in May 2022 "Exploring the Role and Impact of School Resource Officers," focused on youth and police interactions, with a particular focus on School Resource Officers. Participants heard from UMass Boston McCormack Graduate School Professor Mark Warren about the history of School Resource Officers, how their roles have evolved over time, and current data on outcomes and racial impacts. Needham School Resource Officer RJ Poirier shared an overview of his role in the Needham Public Schools, and the Needham Police Department's philosophy, partnerships, and approach to working with youth. The event concluded following small break-out groups for discussion and reflection.

3. The third and final session in June 2022 began with a compelling appearance by M. Quinten Williams, founder and CEO of Dedication to Community, a national non-profit that helps improve understanding and build relationships in communities through healing reconciliation, and unity. Several officers from the Needham Police Department participated in small group discussions with Needham residents to answer a question posed by Mr. Williams: What is the most pressing issue related to policing and community? Mr. Williams suggested a critical path forward for Needham: listen, learn, understand, acknowledge, act, trust, heal, and reconcile.

Needham Free Public Library
The Needham Human Rights Committee continued its partnership with the Needham Diversity Initiative and the Trustees of the Needham Free Public Library in offering the community opportunities to build connections through books. Previously called The Diversity and Discussion Book Club, the discussion series was renamed *Needham Connects: Building Empathy*

through Books and Conversations. NHRC members participated in a book selection process, promoted the series through social media, and attended book discussions. *Needham Connects* hosted three zoom discussions of selected books. (Zoom recordings of book discussions available on YouTube)

Media Sources

The NHRC has developed close links with local media sources. Direct contact with editors and journalists in the past has helped the Committee promote its events and generate interest in human rights. The Hometown Weekly has consistently responded to press releases and published lead articles about committee-sponsored events in a timely fashion. Additionally, the NHRC launched its own Facebook page to publicize events and promote understanding of human rights issues in the community. The News You Need(ham) e-newsletter has been an important source for publicizing the work of the Committee to Town residents.

Needham Public Schools

The NHRC is committed to developing on-going relationships with school personnel and students. Their input is critical in the planning of educational forums which address the challenges faced by youth in our community. The NHRC provides opportunities for NHS students to take on leadership roles as members of the Committee, and to take initiative in providing student participation and input in the planning of events. The Needham High School representatives who serve on the Committee provide an important link to faculty and student groups.

REAL Coalition A member of NHRC serves on the School District-wide team: Race, Equity, Access & Leadership (REAL), whose purpose is to lead the work and conversations around equity in the Needham Public Schools and classrooms. The NHRC is a partner of the Coalition.

Indigenous Peoples Day A committee was formed in 2020 when two Needham Public High School students requested guidance from NHRC to create a petition to change the name of Columbus Day to Indigenous Peoples Day in the official NPS calendar. NHRC members serve on the planning committee along with Needham Diversity Initiative members. Since the School Committee voted to make the change in the NPS calendar, the IPD committee has contemplated its role with a focus on

Indigenous Peoples Day celebration. The IPD committee is in the process of developing a clear vision of what its future goals will be, and is considering teaming up with other groups in town to execute these goals. The planning committee is seeking students who are interested in Indigenous Peoples Day movements to serve on the IPD committee.

Voices in Unity Organized by Joanne Allen-Willoughby, director of the Needham METCO program, VIU brings together anti-racist and anti-bias groups in Needham to find ways they can support one another, and to develop a common language and understanding. The group meets monthly. Meetings are facilitated by Dr. Willoughby along with Dr. Gary Bailey, director at Simmons College. NHRC members participate in the meetings and share its mission to collectively work with the Town of Needham to combat systemic racism.

Needham Diversity Initiative, Inc.

The Needham Diversity Initiative (NDI) is a grass-roots, community organization of individuals who live, work, study - or whose children study - in Needham. Many are educators and have been involved with diversity training in the past (e.g., via their profession or membership in Needham's Human Rights Committee, Needham Clergy Association, League of Women Voters, or Immigration Justice Task Force). The NDI organizes on-going events, workshops, and community forums which provide opportunities for residents of Needham to learn about the diverse populations within their community, to examine diversity issues, and to build diverse coalitions. Two members of the NHRC serve on the Board of the Needham Diversity Initiative. The NHRC has been an annual co-sponsor of the Needham Diversity Summit and the Martin Luther King Day Celebration. The NHRC has co-sponsored many of the events organized by the NDI during the past year.

Needham Clergy Association

One member of the NHRC is an active member of the Needham Clergy Association. Both groups have shared information about their work with members of their respective organizations, and have supported and attended public events organized by each group. This past year, the NHRC was a co-sponsor of a community inter-faith virtual conference as part of the At My Neighbor's Table Series.

Needham Immigration Justice Task Force

Two members of the NHRC serve on the Immigration Justice Task Force and have been important links to the group. The NHRC has supported the activities of the IJTF and has attended and co-sponsored events they have organized. The work of the IJTF is relevant to the work of the Committee: both groups are advocates for human rights. The IJTF has been an important source of information about current issues and actions taken in relation to immigration policies, many that involve residents and employees in the Town of Needham.

Beth Israel Deaconess Needham Hospital

Non-profit hospitals are required to conduct an assessment every 3 years and develop an implementation strategy that will address the needs of the communities they serve. A representative from Beth Israel Deaconess Needham met with the NHRC and invited the Committee to participate in a *Community Health Needs Assessment* to identify and prioritize health-related and social needs of those served by the hospital. Two members of NHRC participated in a virtual Community Listening Session organized by BIDN. Attendees reviewed

gaps and barriers as well as resources and existing assets related to: Mental Health, Community Connections and Information Sharing, and Social Detriments of Health. Emphasis was on diverse populations and those experiencing inequities. The session highlighted social factors that impacted access to health care, such as education, geography, social-economic status, and race. NHRC provided BIDN staff with a list of key advocacy groups and organizations in Needham that could provide assistance and/or support for diverse populations and newcomers to Needham needing support. (2022 BIDN *Community Health Needs Assessment* can be found at: Community Benefits (bidneedham.org)

HUMAN RIGHTS RESOURCE GROUPS

The NHRC has kept informed about human rights issues by connecting to regional organizations and groups who serve as resources to the Committee. These resources enhance the work of the Committee in planning educational forums, and in responding to issues that challenge the human rights of any individual or group in the Needham Community.

Massachusetts Association of Human Rights and Relations Commissions (MAHRC)
The Massachusetts Association of Human Rights and Relations Commissions is an organization of municipal and local agencies responsible for promoting human and civil rights and harmonious relationships among diverse groups at a local level. The mission of MAHRC is to provide local and statewide leadership in the areas of human rights and intergroup relationships. MAHRC accomplishes this charge by promoting networking initiatives, developing educational strategies and model programs; and serving as a resource for new and existing human rights and relations commissions. Members of NHRC have committed to attending monthly meetings and reporting information relevant to the mission of the Committee.

Community Response
In meeting its charge to provide advice and assistance to the Town Manager, Chief of Police, and/or other Town offices, the Needham Human Rights Committee has supported community efforts that promote inclusivity, and has participated in community initiatives in response to acts of hate and bias.

Vigil in Support of Ukrainian People – Mar. 2, 2022 More than 100 people attended a prayer vigil for Ukraine organized by the Interfaith Clergy Association. The NHRC was a sponsor of the vigil. During the vigil, chimes were struck 25 times, each representing a region of Ukraine and Crimea. Members of the Ukrainian American community in Needham shared their personal stories and asked for donations of medical supplies and other essentials to be shipped to the Ukraine. https://hometownweekly.net/needham/ukraine-vigil-held-outside-town-hall/

Celebration and Commemoration

Trans Gender Day of Remembrance – Nov. 13, 2021 On Transgender Day of Remembrance, the world pauses to remember the lives of the many transgender, non-binary, and gender non-conforming persons killed in acts of targeted, transphobic violence. Transgender, non-binary, and gender non-conforming persons have always been a part of our families, cultures, and nations. History teaches us that gender diversity is not new and that the strongest societies celebrate the intellectual and cultural contributions and creativity that come from diversity. As we mourn the transgender, non-binary, and gender non-conforming persons who have paid the ultimate price for others' hatred, we honor their memory by continuing the fight for a world free of transphobic and gender-based violence and discrimination. [US Dept. of State] The NHRC is an on-going sponsor of the Trans Gender Day of Remembrance, and strives to raise awareness of issues the transgender community faces through education and advocacy activities.

PRIDE Month

June is PRIDE MONTH, a time when events are held all across the country to celebrate and support the LGBTQ community. The month-long celebration is a call for greater unity, visibility and equality for the LGBTQ community. It is observed in June to honor the anniversary of the Stonewall Uprising, a touchstone event in LGBTQ history that laid the foundation for PRIDE. This year a NHRC Youth Subcommittee of High School students in Needham spearheaded an initiative to create a PRIDE display. A "Wishing Tree" was put up in Town Hall displaying messages, solicited from Needham residents, of solidarity and educational and historical information about the LGBTQ movement.

Needham Resilience Network
As part of its mission to protect the human rights of all Needham residents, the Needham Human Rights Committee has provided advice and assistance to the town and has participated in community initiatives in response to acts of hate and bias. On May 17, 2018, NHRC organized an open community forum to discuss types of efforts or programs that would enhance Needham's ability to respond to incidents of hate and bias that happen in the Town. Since that time, the Town has moved forward in developing a formal, town-wide process referred to as the Needham Resilience Network (NRN). The NRN was launched in March 2022. Following are excerpts published in Hometown Weekly that provide an overview of NRN:

On the first Thursday of every month, leaders from a diverse set of stakeholder and identity groups in Needham come together to get to know each other as individuals, share and listen to each other's perspectives, build trust, and acquire skills in communicating around differences.

The group consists of representatives from Needham's faith, identity, school, civic, service, healthcare, and business communities. Town leaders, including a representative from the Select Board, the Town Manager, the Head of Public Health, the Superintendent of Schools, and the Needham Police Chief, participate with ex-officio status. As the NRN explores local issues, its leaders will act as liaisons to their communities, collecting their communities' stories and perspectives for discussion within the NRN and bringing information from the NRN back to their communities. A member of the NHRC is a participant in the group meetings. To learn more about the work of the NRN, visit www.nrnma.org or contact info@nrnma.org.

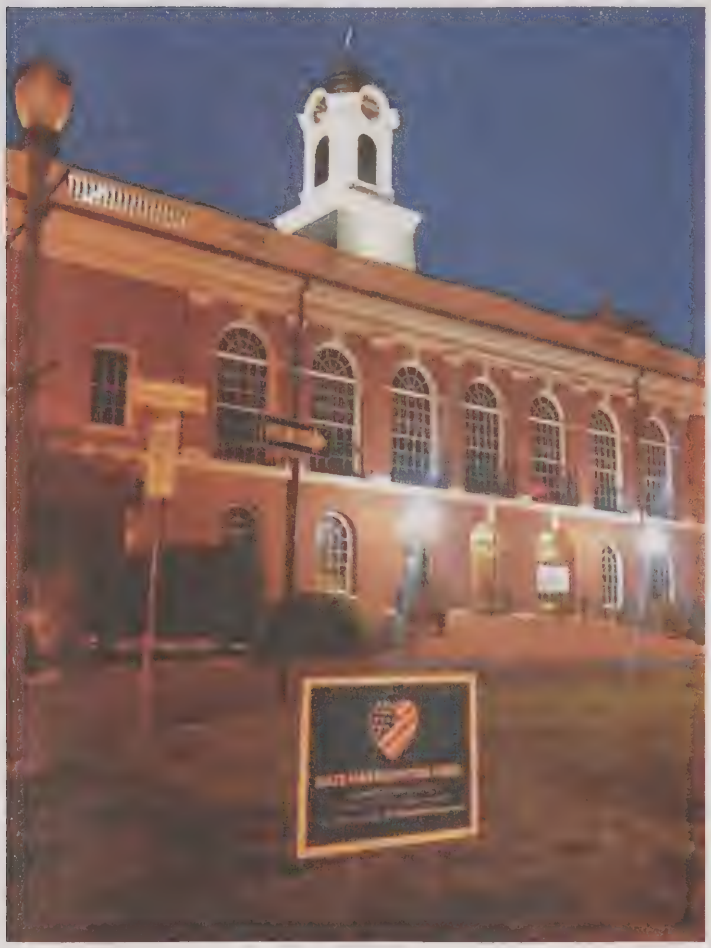
Development of a NHRC Complaint Process
The NHRC Committee began work in 2021 on creating a discrimination complaint process for the Town. A sub-committee was appointed to begin drafting a process which would be presented to the Select Board, clarifying NHRC responsibilities in the process. The sub-committee developed a narrative explaining who the protected classes are, provided some examples of possible scenarios, and included a restorative justice component. The goal of this process is to provide a place where people, who believe that their human or civil rights have been violated, can lodge complaints. The process will service all who live, work, and travel through the Town of Needham.

Under this discrimination complaint process the NHRC will:

- Be a place for people to be heard
- Facilitate discussions between an aggrieved person and the other party
- Increase understanding between people of different perspectives
- Work with community members involved in an incident to understand the intent versus the impact of their actions
- Recommend changes to the Select Board for Town policies or programs

The sub-committee has held on-going meetings with the Select Board chairs and Town Counsel to formulate a workable solution in order to comply with the Open Meeting Law. The Committee agreed that they would need to be trained in how to handle these kinds of complaints, and what types of language would be appropriate. The sub-committee is pursuing professional resources to provide training sessions in how to recognize human rights violations, active listening, and effective facilitation.

Needham Human Rights Committee Statements



War in Ukraine
March 25, 2022

The Needham Human Rights Committee strongly condemns the war in Ukraine and hopes for a swift end to the senseless violence that is being perpetrated against Ukrainian citizens. Unfortunately, one of the consequences of this upheaval is that anti-Russian bias is appearing in our community and region. Biases – whether unintentional or not – are based on stereotypes that lead to rash decisions or discriminatory practices against people of a particular ethnicity, gender, race or social group. Social media and news reports are encouraging their neighbors to take negative action toward anyone who is "Russian" or affiliated with "Russians", such as boycotting businesses that sell Russian products, initiating bans against Russian arts and culture, or targeting Russians living in local communities.

Our State officials have cautioned that biases or unsupported assumptions can be harmful, such as "shutting down some Russian immigrant family that's been here in Massachusetts for years and runs a business that may have some sort of Russian overtone." Anti-Russian bias in the

media affects children, who according to studies develop biases at a surprisingly young age. A NHRC colleague who immigrated to Needham from Syria gave a striking example of how her children were approached by classmates who asked them "Do you belong to ISIS?"

As your Human Rights Committee, our work aims to build bridges of understanding as we advocate for the human rights of all in our town. During this troubling and uncertain time, we are guided by the Preamble of the Universal Declaration of Human Rights:
Whereas disregard and contempt for human rights have resulted in barbarous acts which have outraged the conscience of mankind, and the advent of a world in which human beings shall enjoy freedom of speech and belief and freedom from fear and want has been proclaimed as the highest aspiration of the common people.

Anti-Semitic Rhetoric
June 16, 2022

Recently, many Jewish organizations in Massachusetts have been the focus of hate through an online published list which contains harmful anti-Semitic rhetoric. Specifically, the aim of the Mapping Project is to "dismantle" and "disrupt" the entities that are targeted on this list.

Given this, the Needham Human Rights Committee declares that we stand in solidarity and support of the Jewish community, as hate, in all forms, does not belong in our communities.

NEEDHAM FREE PUBLIC LIBRARY

Board Of Trustees

Robert A. Petitt, Chair, Kathleen M. Cahill, Jay M. Fialkov, Anna Giraldo-Kerr, Erhardt Graeff (appointed June 2022), Richard C. Hardy (until March 2022), Thomas M. Harkins, Carol J. Thomas

Staff

Kimberly Hewitt, Director; Demetrios Kyriakis, Assistant Director; Ran Cronin, Technical Services Supervisor; Paula Dugan, Children's Supervisor; Sarah Breen, Reference Supervisor; Deborah Lovett, Circulation Supervisor; Danielle Tawa, Technology Specialist/Archivist; Gay Ellen Dennett, Reference Librarian/Program Specialist; Robin Flynn, Reference Librarian/Digital Media Specialist; Erin Bassett, Reference Librarian/Young Adult Specialist; Veronica McCarthy, Children's Librarian; Carolin Davis, Assistant Children's Librarian; Manuela LaCount, Assistant Cataloger; Karen Donaghey, Library Assistant; Lu-Ann Caron-Leslie, Library Assistant

Part-Time Reference Staff:

Jeffrey R. Arnold, Meghan L. Cericola, Ammie Long, Leigh R. Rudikoff

Part-Time Children's Staff:

Lucia S. Dolan, Gina L. Favata, Elise R. Katz, Courtney Trudeau, Molly MacDougald

Administrative Assistant

Jenna A. White

Part-Time Library Assistants

Sandra J. Bedigan, Chelsea E. Brown, Charlotte R. Buxton, Phyllis J. Cashman, Carol M. Daniels, Grace L. Falcone, Julia M. Hass, Kevin M. Kwok, Jill M. Meyers, Kimberly R. Regan, Nancy D. Teich, Joan P. True

Custodial Staff

Angel R. Lopez, Jeffrey Jacquart, Jader Ribiero, Mario Padilla

Authority

The Board of Library Trustees derives its authority from Massachusetts General Laws,

Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19.

In conjunction with its Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

Vision Statement

The library will provide and expand resources and information to satisfy curiosity and will provide opportunities to discover and share new ideas.

The library will be a vibrant and welcoming place for all people to gather, meet, and learn.

The library will create opportunities for programs, services, and outreach by building partnerships with institutions such as schools, businesses, and organizations.

Mission Statement

The Needham Free Public Library provides access to materials, resources, and information in its endeavor to expand minds, celebrate diversity, embrace differences, and build community.

FY2022 Highlights

In Fiscal Year 2022, the library experienced a lively and active year with a change in leadership, increased programming, increased borrowing, and the launch of a new website! The Library began offering in-person programming while continuing to provide hybrid programming throughout the year. Use of downloadable books, magazines, films, and music remained very popular. Use of physical materials returned to and then exceeded pre-pandemic levels.

The library's new website launched in July 2021 with 106,113 visits in its first year! Thank you to the Trustees of the Needham Free Public Library, Library Foundation of Needham, and the Friends of the Needham Public Library for their advocacy efforts and the financial support to secure the new website.

In the fall of 2021, the Town of Needham and the Trustees of the Needham Free Public Library coordinated to hire a new director after Ann MacFate's retirement after 60+ years of service. The new director, Kim Hewitt, began in November 2021.

Summer Highlights

- The library's new website launched in July of 2021.
- 845 children registered for our Summer Reading Program! Our 2021 summer reading program, "Tales and Trails," hosted the following events: a Stuffie Sleepover, where kids dropped off their stuffed animals for a night at the library; Animal Adventures showed us a variety of animals from chinchillas to alligators; and Wingmasters Birds of Prey showed off an owl!

- 50 patrons participated in the Tweens/Teens Summer Reading Program and read 590 books. 42 patrons participated in the Adult Summer Reading Program and read 226 books.
- The Children's Department collaborated with Jodi Levin from Communities United on a scavenger hunt at the Mills Field Storywalk.

- Updated light fixtures made the Children's Room brighter!
- The Town of Needham began the search for a new library director.

Fall Highlights

- Ann MacFate retired from her role as Library Director on November 2, 2021.
- Kim Hewitt began her role as Library Director on November 8, 2021.
- The library offered hybrid programs for the first time since COVID began.
- The library subscribed to WSJ.com, this resource offers patrons full access to the Wall Street Journal from home.
- The library added 15 more hotspots to our collection for patron use (for a total of 20), and deployed several additional public computers.

Winter Highlights

- Move at Libraries newsletter featured our Storywalk at DeFazio Park (a collaboration with Newton non-profit Family ACCESS).
- Diane Browne, head of Technical Services, resigned after ten years of service.
- The library added Chromebooks and laptops for public use which proved to be very useful when our wireless infrastructure went down after a power outage!
- The Diversity and Discussion Book Club became Needham Connects: Building Empathy through Books & Conversation. At their first meeting, held January 27, 2022 on Zoom, the group discussed the book *So You Want to Talk About Race* by Ijeoma Oluo. This event was co-sponsored by the Trustees of the Needham Free Public Library, the Needham Diversity Initiative, and the Needham Human Rights Committee.
- The library collaborated with the Town of Needham's Youth & Family Services department, the Park and Recreation Department, and the Needham Exchange Club for a March 2022 series of events providing parents and students opportunities to discuss bullying, cyberbullying, and teen depression. Hosted by John Halligan.
- In collaboration with Cyndi Roy Gonzalez, Needham's Public Information Officer, the library polled residents about their interest in a Library of Things collection.

Spring Highlights

- The library collected 106 PJ's for the Annual Boston Bruins PJ Drive in March.
- The library started offering one-on-one tech help to patrons.
- The library held our first in-service staff training day on April 1, 2022.
- Ran Cronin started as the Head of Technical Services.
- Young Adult Specialist Erin Bassett hosted "Jumpstart Your Financial Future," a series of Financial Literacy workshops with the Babson Financial Literacy Project.
- Erin also hosted very well-attended AP Exam Study Sessions in collaboration with Needham High School. Officer Rocket and Cabrina the Therapy Dog made some appearances to help students de-stress!

- The library held a Family Information Fair where representatives from Family ACCESS, WIC, YMCA, Needham Community Farms, and the library were in attendance to answer questions and provide information on their organizations to patrons.
- The library evaluated and began updating our World Languages section.
- The library reorganized the World Cinema collection to promote accessibility through cataloging and display changes.
- In June, the library installed our new wireless system, and upgraded its speed as well!
- Digital Commonwealth began the process of digitizing our Needham High School yearbooks (now available at https://archive.org/details/needhamfreepubliclibrary).
- For National Poetry Month in April, the library distributed poems at each service desk.

FY2023 Forecast

The library will complete a new 5-year Strategic Plan and embark upon a Space Planning Study in FY2023. The library looks forward to unveiling new collections such as the Library of Things, video games, and graphic novels for adults.

Donations to the Library

During FY2022, volunteers donated 1,695 hours of their time to support the library. Thank you so much for all your time! Volunteers assisted with running the STEAM Center, shelf-reading, pulling lists to assist in collection maintenance, shifting materials, and re-labeling specific collections.

The Friends organized the first in-person book sale since COVID began and it was very well attended! The Friends of the Library paid for subscriptions to international magazines; museum passes; adult and children's library programs; popular books; playaways; DVDs; audio books; young adult books, graphic novels, and audiobooks; the electronic bulletin boards; and World Language books. The Library Foundation of Needham provided funds for many of the library's programs, adult audiovisual materials, and young adult collection development. Other organizations, groups, clubs, and individuals that made significant contributions to the library in FY2021 include:

- Needham Council for Arts and Culture (formerly Needham Cultural Council)
- Volante Farms
- Family ACCESS of Newton
- Riverside Early Intervention
- Lisa Giancola of Langione Dance
- Faith Ponger and Tucker the Dog
- Needham Garden Club
- Dedham Savings Bank
- French Press
- Needham Bowlaway
- Abbott's Frozen Custard
- Fidelity Bank of Needham
- Needham Diversity Initiative
- Needham Human Rights Committee

- Needham Community Farm
- Needham Exchange Club

Thank you also to the many individuals who gave memorial and honorable donations to the library during FY2022. The Trustees and library staff are grateful to everyone who gave to the library. Your generosity allows the library to continue to meet the needs of residents. Thank you!

The library would like to acknowledge the many years of substantial contributions of Trustee Richard Hardy, who passed away in March 2022. We lost a true friend and advocate.

FY22 Statistics	Total
Physical Materials Circulation	441,965
*Electronic Content Downloads**	94,941
Total Circulation	**536,906**
New Library Card Registrations	**1,724**
Entered Library	**186,551**
Study Room Use	**2,664**
Computer Use	**14,247**
Questions Answered	**29,157**
Program Attendance Total	**7,779**

**ebooks, digital audiobooks, downloadable movies and magazines*

PARK AND RECREATION COMMISSION

Cynthia J. Chaston, Member
Christopher J. Gerstel, Chair
Michelle S. Geddes, Vice-Chair
Dina Hannigan, Member
Frederica Lalonde, Member

Staff

Stacey Mulroy, Director
Fabian Desrouleaux, Assistant Director
Chris Burnham, Recreation Supervisor
Derek Moreau, Administrative Specialist
Kim Parsons, Administrative Assistant

Mission

The Needham Park and Recreation Commission and Department provides year-round recreation opportunities and leisure services for Needham residents of all ages. The goal is to provide opportunities that are safe and fun and promote healthy living. Park and Recreation is proud of the benefits that recreation and parks provide to our community, including environmental, economic, community and personal benefits.

Purpose

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages the Rosemary Recreation Complex as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission typically meets on the second and fourth Mondays of each month.

FY2022 HIGHLIGHTS

- At the end of FY2021 and beginning of FY2022, we ran summer programming at Newman Elementary, Eliot Elementary, Needham High & Sunita, bringing in $55,000 in revenue.
- At the Elliot School, the Department continued their collaboration with the school's Summer Bridges program for the second year in a row.
- In addition, at Sunita Williams, the Department collaborated with the School's ESY program, offering fun, outdoor, camp-like experiences for children in the ESY program after their required summer educational requirements.

- The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.
- The National Recreation and Park Association has conducted research on three core principles that include *Conservation:* protecting open space, connecting children to nature, and engaging communities in conservation practices; *Health and Wellness:* leading the community to improved health and wellness through parks and recreation; and *Social Equity:* ensuring all people have access to the benefits of parks and recreation. Needham Park and Recreation continues to strive to meet these three pillars through services, programs, and facilities.

Rosemary Recreation Complex Programming

- The 2022 pool season was also able to operate in near-normal conditions.
- The pool opened in mid-June and stayed open through the end of August.
- There were 30,539 visits to the pools, averaging 462 visits per day
- Swim lessons returned once again and were filled to near-capacity. We were also able to conduct adaptive and adult swim lessons.
- 118 Swimmer took park in Swim Team.
- Tot Time returned this summer, but had minimal participation, mostly due to colder temperatures.
- The Department offered summer pool programs by revolving fund fees, generating over $160,000 in revenue.
- The ice cream stand pulled in over $12,000 in revenue. The top selling item was the Strawberry Shortcake Bar!

Economic Benefits

- The Commission waived $40,000 of Summer Program fees for Needham individuals and families in need of assistance and $65,000 for pool memberships and programming. In addition, the Department was able to offer $1,500 in financial aid for our year-round programs, to enable all to have access to recreation and leisure activities.
- The Department offered year-round programs by revolving fund fees, generating $255,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees.
- The Commission conducts an annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs.
- The Department assists with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse.

Community Benefits

- The Department put additional efforts into the maintenance, safety and accessibility of our parks and playgrounds. The Director achieved a certification as a CPSI, Certified Playground Safety Instructor in order to help facility this effort.
- Many events returned, including Pumpkin painting, Spooky Walk & Turkey Hunt.

- The Department hosted a booth at the Annual Harvest Fair
- Department provided regular social media updates through Facebook, Instagram, and Twitter
- Department served on the Youth Resource Network to help address specific needs of school-age youth and families that reside and/or attend public schools in Needham.

Environmental Benefits

- Department is bringing back and revamping the Trail Steward program.
- Department participates in trail clean-up projects in the spring and fall, with more than 1,000 pounds of trash picked up, and works with community groups to do clean-up projects throughout the year.
- Trash left behind at parks, athletic fields, school sites, tennis courts, playgrounds and trails continue to be a discussion, and educational campaigns continue to encourage residents to pick-up trash at any of these sites. The Town is continuing with the Bill Belly program to help mediate our trash issues, as well as reaching out and working with neighboring colleges to increase awareness and help with our continuous and growing trash problems.

Personal Benefits

- Promoted discussions and awareness on concussion awareness in youth sports, requiring all youth sports organizations require concussion training recommended by the CDC, https://www.cdc.gov/headsup/youthsports/index.html
- Continued to collaborate with the NHS-Post Grad program and hired interns to work at the RRC.

NEEDHAM HOUSING AUTHORITY

Reginald C. Foster, Chair
Eleanor Evans, Vice-Chair
Ed Scheideler, Treasurer
Penny Kirk
Janice Bennett, Tenant Commissioner

Needham Housing Authority's mission is to provide decent, safe, and affordable housing for low to moderate-income families and individuals and to offer programs and resources to improve the quality of life for residents. For 74 years, the Authority has faithfully served the town of Needham by administering State and Federal aided housing programs that provide affordable and low-income housing opportunities for Needham's elderly, disabled, and family populations.

The Authority owns and/or manages 459 units of affordable housing for the town of Needham, as follows:

Units	Funding Program	Location	Bedroom Size
152	State (Ch.667) -- Elderly/disabled	Linden St. & Chambers St.	Studios
8	State (Ch.689) Special Needs	Great Plain Ave.	Community Residence
46	Federal -- Elderly/disabled	Seabeds Way	1 BRs
30	Federal Family	Captain Robert Cook	2, 3 & 4 BRs
60	Federal Family	High Rock Estates	2-3 BRs
20	Project-Based Vouchers - Section 8	High Rock Homes (Rentals)	2-3 BRs
20	Mixed Finance (including Needham CPA funds)	High Rock Homes Homeownership-Condo	2-3 BRs
123	Federal Section 8 Housing Choice Vouchers	Various local locations	Various

The Needham Housing Authority Board of Commissioners is made up of five members. Three of the five are elected by the voters of Needham. A resident-commissioner is appointed by the Select Board from nominations provided by the local tenant's organization. One member is appointed by the Governor. The Board elects officers, Chairperson, Vice Chairperson, and Treasurer at its Annual Meeting in May. The Executive Director of the NHA serves as Secretary. All Commissioners are residents of the Town.

The Commissioners' terms are staggered and may be found on the Town website at: https://www.needhamma.gov/1207/Needham-Housing-Authority

More information about the NHA may be found at: https://www.needhamhousing.org

Staffing
The NHA is staffed by an Executive Director. In 2022 due to a vacancy in that position Steve Merritt, (a recent retired LHA executive director and Needham resident) was hired as the Interim Executive Director while a search for a permanent director was undertaken. Cheryl Gosmon serves as the Assistant Executive Director. Ms. Gosmon will transition into the role of Executive Director in early 2023. They supervise 6 administrative and 5 maintenance staff.

The NHA is subject to a collective bargaining agreement with the Massachusetts Public Employee Council on behalf of the Public Employees Local Union 272 of the Laborers International Union of North America, AFL-CIO.

The Authority remains committed to providing high-quality maintenance, property management, and resident services in order to serve its residents and preserve the existing housing stock as a public resource for decades to come. The Board and staff members regularly attend seminars and training programs to enhance their professional effectiveness.

Financial & Budget Information
Needham Housing Authority maintains separate budgets for each of its programs. Monthly rent receipts are the major source of funding for the Authority. Additional operating and capital improvement subsidies are provided through the U.S. Department of Housing and Urban Development, (HUD), for the federal programs and the Massachusetts Department of Housing and Community Development (DHCD) for the state programs.

The Authority is not part of the Town's budget and receives no funds from the town for its operational expenses. The NHA is eligible for funding from the Community Preservation Fund and has worked with that committee for awards that will allow for the planning of a redevelopment program.

The Authority's financial statements are prepared by Milne, Shaw & Robillard, P. C., certified Public Accountants, and operate on a calendar fiscal year basis. For FY 2022, the Authority's total operating revenue was $4,341,110 and its total operating expenditures were $4,604,346. The Authority made $236,766 of non-routine and capital investments to our properties.

COVID-19 Pandemic
Like all other organizations in the country, the Authority was still dealing with issues brought on by the COVID-19 pandemic. The Board held its monthly meetings both in person and cast in hybrid mode on the Zoom platform.

Other FY2022 Highlights

- The NHA relocated its administrative office from the community building at Cook's Bridge to an office building at 21 Highland Circle. This allowed the Community Building to be repurposed to its original form as a community room for the Cook's Bridge Community. The previous office space is now home to the Cook's Bridge After School Program.
- Reginald C. Foster was appointed the Authority's representative to the Community Preservation Committee.

- Ed Scheideler was appointed the Authority's representative to the Needham Housing Plan Working Group.
- All State and Federal property inspections received a passing score.

Preservation & Redevelopment Initiative (PRI)
In July 2021, NHA launched the Modernization and Redevelopment Initiative (MRI), a 5–10-year program to systematically modernize and/or redevelop all NHA's aging housing units. The Cambridge Housing Authority was engaged to be the NHA development consultant/partner for the MRI. The Needham CPA committee and Town Meeting have awarded several grants from the CPA Housing funds to start up this process.

The first PRI phases will focus on the creating schematic design for the redevelopment of our Linden and Chambers properties. In December the NHA contracted with Bargmann, Hendrie, & Archetype to perform a 12 month – 18 month planning process for the redevelopment. That work started in January 2023.

Repositioning of our Seabeds and Cooks developments will be in process at the same time frame.

Waitlist
The average wait time for a one-bedroom unit is two to five years. The two, three, and the four-bedroom waitlist is over 5 years.

Community Partnerships
The Authority works in collaboration with many local organizations and businesses including Needham Community Council, the Needham Police Department, The Center at the Heights, the Needham Health Department, Needham High School, the High Rock School, the Elliot School, Cradles to Crayons, Toys for Tots, the Needham Community Farm, Noble and Greenough School, Needham Park and Recreation, Olin College, and the Kalmia Garden Club, and several churches and synagogues. These important partnerships provide residents with additional services and opportunities.

Care Connections, a cooperative venture with Springwell and Needham Housing Authority provides support for senior and disabled residents who require little assistance with their activities of daily living. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

Resident Services
Our Resident Services Department is growing, Currently we have one Resident Service Coordinator , Laurie Blake, who joined the NHA in August. Ms. Blake hit the ground running as she made or solidified relationships with many of the partners listed previously. She assists families and seniors residing in our communities by
connecting them to area service agencies and resources.

Beginning in 2023, we will be adding a ROSS Grant Service Coordinator to serve residents in our federal properties. This is the result of a three-year grant from the U.S. Department of HUD. We have also received notice that the NHA is the recipient of a Family Self Sufficiency Grant from HUD. These added positions will have an immense positive impact on our residents

Our Resident Service Coordinator works closely with the Needham School Department coordinating the school curriculum with the After School Program provided at the Captain Robert Cook Drive Community Room. The Cooks After School is supervised by Jessica Reese. Generous donations from Needham Bank, Dedham Bank, Needham Women's Club, Roche Brothers and provide some of the funding for this program. The Needham Community Farm provides fresh fruits and vegetables to residents through their Mobile Market Delivery service during the summer months.

Toys for Tots, and Backpack Basics are organizations that provide clothing and books, holiday toys, and back-to-school backpacks. Occasional parties and entertainment are provided at the Chambers and Seabeds Community Rooms. The Police organize an annual cookout for the Captain Robert Cook Drive family neighborhood.

Contact Information

In March 2022 the NHA administrative office was relocated from our old building to 21 Highland Circle in Needham. You may contact NHA staff by phone at 781-444-3011 or by email: office@needhamhousing.org. The office is open Monday through Thursday from 8:00am until 4:00pm, on Fridays from 8:00am – 1:00pm.

TRAFFIC MANAGEMENT ADVISORY COMMITTEE (TMAC)

Justin McCullen (Chair), Seth Bauer (Vice Chair), Tony Del Gaizo (Town Engineer), Tom Ryder (Town Engineer), Rhain Hoyland (Highway Superintendent), Lt. John McGrath (Needham Police Department), Donna Mullin, Suzanne Stein, Rebecca Tarantino, Barry McNeilly, Bob Wilson (Traffic Engineer & Technical Advisor)

Mission

The role of the Traffic Management Advisory Committee (TMAC) is to evaluate petitions concerning traffic safety on Needham's public ways, to make safety improvement and enforcement recommendations to the Select Board, and to generally promote public education about these issues. The Committee's overarching goal is to ensure the safety of pedestrians, motorists, and bicyclists. TMAC's responsibilities include: 1) Providing a forum for community members to seek input on and assistance with traffic safety concerns that they have identified in Town; 2) Developing and recommending interventions or new approaches to address these concerns; 3) Monitoring the effectiveness of any changes while communicating these results to the Select Board to better inform their decisions; 4) Reviewing existing policies and procedures to ensure their continued efficacy, coordination with other programs, and clearly communicated objectives; and 5) Making recommendations to the Select Board to implement significant changes to existing programs that require political, procedural, and/or budgetary action.
The Committee is comprised of a combination of Town officials and residents. It meets on the second Wednesday of every month, with occasional breaks due to Town Meeting or other scheduling conflicts. The agenda items for each meeting are determined in advance through petitions submitted by community members on the Town website, which detail their concerns and any suggestions for improvement. These petitions are reviewed by TMAC members prior to the meeting. At the meeting, each resident is invited to summarize their petition and engage in a discussion about the relevant issues with TMAC members. Each item is considered for 15-20 minutes. When necessary and feasible, TMAC will then vote on recommended actions. The meeting agendas, minutes, and a list of updates on these recommended actions are made available online (including the results of any speed studies).

FY2022 Highlights

Over the course of FY2022, TMAC met 7 times and addressed 17 matters. All but the last of the meetings were held remotely on Zoom due to ongoing COVID-19 concerns and the extension of emergency public meeting laws. Continuing in a remote format for the second full year, the Committee was able to successfully maintain its regular order, continuing to hear petitions from residents and to vote on interventions to address their concerns. Committee members and residents had become more comfortable with remote meeting technology, allowing for more efficient meetings and widespread use of screen-sharing to better illustrate problems petitioners had observed. The return to in-person meetings came in June of 2022, with the committee excited to once again be able to welcome petitioners to meet with them face to face. However, meetings also continued to livestream on Zoom for the benefit of the public and their remote participation.

Although some petitions focused on overlapping issues, the main concerns presented to TMAC involved motor vehicles speeding on neighborhood streets, crosswalk safety, and a desire to see more signage in problem areas. Additional issues raised included safety (both for pedestrians and

vehicles) at some of the Town's intersections and inadequate visibility impacting pedestrian and vehicle safety. TMAC also heard from residents requesting parking and road use restrictions (e.g. hour of day parking and traffic restrictions).

When appropriate, TMAC approved remedies such as relocating and/or improving signage, installing speed tabs and pedestrian signals, painting and modifying pavement markings (including for crosswalks), and recommending increased enforcement of speeding and parking laws. At least one speed/type/count traffic study was conducted, and on multiple occasions the DPW Engineering or Highway divisions performed additional research at the request of TMAC to better understand historical context or the conditions in a specific area. Of note, many of the petitions were related to a perceived increase of volume on secondary and tertiary roads, attributed to the increased use of GPS/navigation apps that reroute vehicles through residential neighborhoods to avoid traffic.

There was also a growing focus in FY2022 on longer-term solutions to traffic concerns involving street geometry, intersection design, and other permanent traffic calming measures. As a result, DPW often gave updates on projects that were being considered for inclusion in their capital plans related to the areas in question.

Notable Personnel Changes

There were a couple of other notable changes during FY2022: Longtime Town Engineer and TMAC member Tony Del Gaizo passed away unexpectedly, leaving Bob Wilson as the representative of the Engineering Division of DPW until Tom Ryder's promotion to Town Engineer and full TMAC member in the summer of 2022. Barry McNeilly was appointed to the committee, but Vice-Chair Seth Bauer and member Suzanne Stein stepped down soon afterwards. By the end of FY2022 the committee membership had reduced to seven with two vacancies to be filled.

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Register

As the impact of the Covid-19 pandemic lessened in 2022, the Norfolk Registry of Deeds was able to fully resume normal operations and increase its community outreach efforts. I am particularly proud of our staff, who worked diligently throughout the pandemic and enabled the Registry to remain open and operational for the recording of land documents every work day from the onset of the pandemic in 2020.

The year 2022 saw some changes in the Registry's operations, some positive, some not. Despite the increase in the Registry's reliance on its information technology structure due to, among other things, a marked increase in the electronic filing of documents, the Norfolk County Commissioners decided to consolidate the Registry IT staff with the County and eliminate the direct report, on-site Registry IT Department.

I greatly appreciate the voices and efforts of so many attorneys, real estate brokers, assessors, engineers, trade organizations, and just regular citizens, many from Needham, who were concerned about the title to their homes in trying to keep the Registry IT Department as it had been for over 35 years. You have to accept decisions and I and my Registry senior staff are cooperating with the County to envision a plan that will not negatively impact Registry operations and services due to the elimination of its on-site direct report to the Register, a Registry IT staff.

The Registry operates under my supervision and management as the elected Register. I have held the position since 2002. In continuous operation for nearly two hundred and twenty-four years, dating back to President George Washington's administration, the Registry's mission has remained the same: to maintain and provide for accurate, reliable, and accessible land records to all residents and businesses of Norfolk County. The modernization initiatives implemented during my administration have created a sound business operation oriented toward quality customer service at the Norfolk Registry of Deeds.

2022 Norfolk County Registry of Deeds Achievements

- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101, Monday through Friday, between the hours of 8:30AM to 4:30PM.

- In calendar year 2022, the Registry collected approximately $67.3 million dollars in revenue. Out of that money, more than $57.4 million was apportioned to the Commonwealth and more than $9.9 million was disbursed to Norfolk County
in the form of deeds excise taxes and recording fees and surcharges. There was collected $5,635,350 pursuant to the Community Preservation Act (CPA).
The Registry of Deeds continues to address legislative issues to benefit consumers. In 2023, we will continue to advocate for filed legislation that accomplish mortgage transparency by

requiring mortgage assignments be recorded at the appropriate Registry of Deeds in a timely manner.

- This year saw a record number of electronic recording filers, approximately 2,600. The Registry recorded more than 83,000 documents electronically, accounting for nearly 80% of all recorded land records.

- Norfolk Registry of Deeds was the first registry in Massachusetts to electronically record registered land documents. This started in the Land Court section of the Registry of Deeds in 2017 and was crucial in remaining operational during the coronavirus pandemic. Initially, the percentage of registered land documents recorded electronically was 15%. The percentage of registered land documents recorded via electronic recording has now grown to over 70%.

- In 2022, we shelved Registry of Deeds Book 40401. At the end of 2022, we were processing the documents for Book 41000. These books house land records dating back to 1793 and are available for public research. For the sake of security and redundancy, we store our documents in three different ways: hard copy, electronically, and by microfiche.

- In calendar year 2022, the Registry processed over 11,200 Homestead applications. The law, Mass General Law Chapter 188, provides limited protection of one's primary residence against unsecured creditor claims.

- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.

- Our website includes a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors, and leaders in their fields of education, the environment, and the law.

- The Registry's website www.norfolkdeeds.org routinely updates the public on such news as real estate statistics, answers to frequently asked questions, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.

- The Registry's free Consumer Notification Service allows any county resident to opt in to this free notification service and be alerted when any land document – fraudulent or otherwise – is recorded against their name. Nearly 2,000 Norfolk County residents have signed up for this free service. For more information, please see our website at: www.norfolkdeeds.org.

- The Registry was able to fully resume its various community outreach programs. In 2022 we continued our partnerships with, among others, Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy, the VA Boston Healthcare System and InnerCity Weightlifting with our 'Suits for Success' program, and with the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. Our Annual Holiday Food Drive continues to

support several food pantries in Norfolk County and our Christmas Toys for Tots campaign in partnership with the United States Marine Corps. was again a success.

Needham Real Estate Activity Report
January 1, 2022 – December 31, 2022

During 2022, Needham real estate activity saw an increase in total sales volume and in the average sales price.

There was a significant decrease in the number of documents recorded at the Norfolk County Registry of Deeds for Needham in 2022; a decrease of 3,393 documents from 9,108 to 5,715.

The total volume of real estate sales in Needham during 2022 was $ 1,171,287,539, a 28% increase from 2021. The average sale price of homes and commercial property was up 38% in Needham. The average sale price was $ 2,395,271.

The number of mortgages recorded (1,148) on Needham properties in 2022 was down 55% from the previous year. The total mortgage indebtedness decreased 29% to $ 1,226,557,371 during the same period.

There were no foreclosure deeds filed in Needham during 2022, the same as the previous year. However, the total number of notices to foreclose was 4, up 2 from last year.

Homestead activity decreased by 10% in Needham during 2022, with 548 homesteads filed compared to 610 in 2021.

Finally, our objective at the Registry will always be to maintain, secure, accurate, and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

William P. O'Donnell
Norfolk County Register of Deeds

NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

David A. Lawson, Director

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	12 samples submitted, No isolations in 2022
Requests for service:	110

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	25 culverts
Drainage ditches checked/hand cleaned	415 feet
Intensive hand clean/brushing*	0 feet
Brushing for mechanical WM access	0 feet
Mechanical water management	0 feet
Tires collected	0

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	29.3 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	0.8 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	1,808 basins
Abandoned/unopened pool or other manmade structures treated	0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	2,418 acres
Barrier applications on municipal property	0

Method	Board/Committee	Member as of June 30, 2022
Elected	Board of Assessors	Walter McDonough
Elected	Board of Assessors	Arthur Tzouros
Elected	Board of Assessors	Barry Pollack
Elected	Board of Health	Edward V. Cosgrove
Elected	Board of Health	Stephen P. Epstein
Elected	Board of Health	Kathleen Ward Brown
Elected	Board of Health	Tejal Gandhi
Elected	Board of Health	Robert Partridge
Elected	Commissioners of Trust Funds	Daniel Burns
Elected	Commissioners of Trust Funds	Joseph P. Scalia
Elected	Commissioners of Trust Funds	Heydon David Traub
Elected	Constables	Paul F. Hunt
Elected	Constables	Richard Graham
Elected	Housing Authority	Eleanor Evans
Elected	Housing Authority	Penelope Kirk
Elected	Housing Authority	Janice Bennett
Elected	Housing Authority	Edward Scheideler
Gubenatorial Appointment	Housing Authority	Reginald Foster
Elected	Moderator	Michael K. Fee
Elected	Park & Recreation Commission	Cynthia Chaston
Elected	Park & Recreation Commission	Frederica Lalonde

Method	Board/Committee	Member as of June 30, 2022
Elected	Park & Recreation Commission	Michelle Geddes
Elected	Park & Recreation Commission	Christopher Gerstel
Elected	Park & Recreation Commission	Dina Hannigan
Elected	Planning Board	Paul Alpert
Elected	Planning Board	Natasha Espada
Elected	Planning Board	Adam Block
Elected	Planning Board	Artie Crocker
Elected	Planning Board	Jeanne S. McKnight
Elected	School Committee	Connie Barr
Elected	School Committee	Elizabeth Ann Lee
Elected	School Committee	Andrea Longo Carter
Elected	School Committee	Michael Greis
Elected	School Committee	Michael O'Brien
Elected	School Committee	Matthew Spengler
Elected	School Committee	Alisa Skatrud
Elected	Select Board	Kevin Keane
Elected	Select Board	Matthew D. Borrelli
Elected	Select Board	Marianne B. Cooley
Elected	Select Board	Marcus Nelson
Elected	Select Board	Heidi Frail
Elected	Town Clerk	Theodora K. Eaton

Method	Board/Committee	Member as of June 30, 2022
Elected	Trustees of Memorial Park	Mark Forbes
Elected	Trustees of Memorial Park	John Gallello
Elected	Trustees of Memorial Park	Michael Fraini
Elected	Trustees of Memorial Park	Charles J. Mangine
Elected	Trustees of Memorial Park	Matthew L. Ching
Elected	Trustees of Memorial Park	Marianne B. Cooley (ex oficio)
Elected	Trustees of Public Library	Anna Giraldo Kerr
Elected	Trustees of Public Library	Jay Fialkov
Elected	Trustees of Public Library	Kay Cahill
Elected	Trustees of Public Library	Erhardt Graeff
Elected	Trustees of Public Library	Thomas M. Harkins
Elected	Trustees of Public Library	Robert Petitt
Elected	Trustees of Public Library	Carol Jean Thomas
Appointed by Select Board	Town Manager	Kate Fitzpatrick
Appointed by Select Board	Affordable Housing Trust Fund	Avery Newton
Appointed by Select Board	Board of Appeals	Nikolaos Ligris
Appointed by Select Board	Board of Appeals	Peter Friedenberg
Appointed by Select Board	Board of Appeals	Howard S. Goldman
Appointed by Select Board	Board of Appeals	Jon D. Schneider
Appointed by Select Board	Board of Appeals	Jonathan D. Tamkin
Appointed by Select Board	Commission on Disabilities	Vacant

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Commission on Disabilities	Carol E. Thomas
Appointed by Select Board	Commission on Disabilities	Debbi Heller
Appointed by Select Board	Commission on Disabilities	Alexa Moore
Appointed by Select Board	Commission on Disabilities	Jeanie Martin
Appointed by Select Board	Commission on Disabilities	Barbara Moss
Appointed by Select Board	Commission on Disabilities	Felix Zemel
Appointed by Select Board	Commission on Disabilities	Karen Morales
Appointed by Select Board	Commission on Disabilities	Tatiana Swanson
Appointed by Select Board	Conservation Commission	Janet C Bernardo
Appointed by Select Board	Conservation Commission	Dave Herer
Appointed by Select Board	Conservation Commission	Peter Oehlkers
Appointed by Select Board	Conservation Commission	Sue Barber
Appointed by Select Board	Conservation Commission	Vacant
Appointed by Select Board	Conservation Commission	Stephen Farr
Appointed by Select Board	Conservation Commission	Alison G. Richardson
Appointed by Select Board	Council of Economic Advisors	Dylan Attia
Appointed by Select Board	Council of Economic Advisors	Adam Block
Appointed by Select Board	Council of Economic Advisors	Vacant
Appointed by Select Board	Council of Economic Advisors	William Day
Appointed by Select Board	Council of Economic Advisors	Lise Elcock
Appointed by Select Board	Council of Economic Advisors	Vacant

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Council of Economic Advisors	Bob Hentschel
Appointed by Select Board	Council of Economic Advisors	Stuart Agler
Appointed by Select Board	Council of Economic Advisors	Richard Putprush
Appointed by Select Board	Council of Economic Advisors	Virginia Fleisher
Appointed by Select Board	Council of Economic Advisors	Anne Marie Dowd
Appointed by Select Board	Council of Economic Advisors	Adam Meixner
Appointed by Select Board	Council of Economic Advisors	Tina Burgos
Appointed by Select Board	Council of Economic Advisors	Matt Talcoff
Appointed by Select Board	Council of Economic Advisors	Michael Wilcox
Appointed by Select Board	Needham Council on Arts and Culture	Sharon Breitbart
Appointed by Select Board	Needham Council on Arts and Culture	Catherine B. Nanda
Appointed by Select Board	Needham Council on Arts and Culture	Samantha Hoff
Appointed by Select Board	Needham Council on Arts and Culture	Gail Lustig
Appointed by Select Board	Needham Council on Arts and Culture	Vacant
Appointed by Select Board	Needham Council on Arts and Culture	Bala Muthukaruppan
Appointed by Select Board	Needham Council on Arts and Culture	Joni Schockett
Appointed by Select Board	Needham Council on Arts and Culture	Corinne Rhode
Appointed by Select Board	Needham Council on Arts and Culture	Julia Gould
Appointed by Select Board	Needham Council on Arts and Culture	Dennis Zhang
Appointed by Select Board	Needham Council on Arts and Culture	Anne McCaffrey
Appointed by Select Board	Needham Council on Arts and Culture	Elizabeth Cook

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Needham Council on Arts and Culture	Elizabeth Millane
Appointed by Select Board	Golf Course Advisory Committee	Victor Seidel
Appointed by Select Board	Golf Course Advisory Committee	Daniel Dain
Appointed by Select Board	Golf Course Advisory Committee	Jack Heavey
Appointed by Select Board	Golf Course Advisory Committee	Richard M. Reilly
Appointed by Select Board	Golf Course Advisory Committee	Christopher Gerstel
Appointed by Select Board	Golf Course Advisory Committee	Jon Schneider
Appointed by Select Board	Golf Course Advisory Committee	Paul Brockmann
Appointed by Select Board	Historical Commission	Laura Dorfman
Appointed by Select Board	Historical Commission	Don Lankiewicz
Appointed by Select Board	Historical Commission	Rose Doherty
Appointed by Select Board	Historical Commission	Gloria P. Greis
Appointed by Select Board	Historical Commission	Vacant
Appointed by Select Board	Historical Commission	Jeffrey Heller
Appointed by Select Board	Historical Commission	Vacant
Appointed by Select Board	Human Rights Committee	Emerson Ward
Appointed by Select Board	Human Rights Committee	Cynthia Ganung
Appointed by Select Board	Human Rights Committee	Kerry Hurwitch
Appointed by Select Board	Human Rights Committee	Amelia Klein
Appointed by Select Board	Human Rights Committee	Rinaz Mala Mohamed
Appointed by Select Board	Human Rights Committee	Nathaniel Hyman

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Human Rights Committee	Albert "Bud" Schram
Appointed by Select Board	Human Rights Committee	Jennifer Howard Schroeder
Appointed by Select Board	Human Rights Committee	Marlene Schultz
Appointed by Select Board	Human Rights Committee	Tina Burgos
Appointed by Select Board	Human Rights Committee	Lisa Mesicek
Appointed by Select Board	Human Rights Committee	Finlay McKeon
Appointed by Select Board	MBTA Advisory Board	Duncan Allen
Appointed by Select Board	Metropolitan Area Planning Council	Maurice Handel
Appointed by Select Board	Metropolitan Area Planning Council	Lee Newman
Appointed by Select Board	MWRA Advisory Board	John Terry
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Marcus Hughes
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Bradley White
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Eric Valentino
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Carol deLemos
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Paul Good
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Jessica Batsevitsky
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Bill Dermody
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Arnold M. Goldstein

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Michael Greis
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Peter E. Hess
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Tom Loughran
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Michael Fraini
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Richard Dollase
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Dan Schwartz
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Jonathan Tamkin
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	MaryRuth Perras
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Marianne Cooley
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Marcus Nelson
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Sue Neckes
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Jennifer Howard Schroeder
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Marcus Nelson
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Jay Spencer
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Ramin Abrishamian

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Vivian Hsu
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Natasha Espada
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Olutoyin Fayemi
Appointed by Select Board	Needham United Against Racism Working Group (NUARI)	Oluwatoni Ajayi
Appointed by Select Board	Norfolk County Advisory Board	Paul Brown
Appointed by Select Board	Property Tax Assistance Committee	Jill C. Kahn-Boesel
Appointed by Select Board	Property Tax Assistance Committee	Jonathan Robbins
Appointed by Select Board	Property Tax Assistance Committee	Patrick Wrenn
Appointed by Select Board	Property Tax Assistance Committee	Helen Newton
Appointed by Select Board	Property Tax Assistance Committee	Evelyn Poness (ex-officio)
Appointed by Select Board	Rail Trail Advisory Committee	John Bulian
Appointed by Select Board	Rail Trail Advisory Committee	Stacey Mulroy (ex-officio)
Appointed by Select Board	Rail Trail Advisory Committee	Christopher Gerstel
Appointed by Select Board	Rail Trail Advisory Committee	James Goldstein
Appointed by Select Board	Rail Trail Advisory Committee	Dmitry Gorenburg
Appointed by Select Board	Rail Trail Advisory Committee	Gerry Koss
Appointed by Select Board	Rail Trail Advisory Committee	Edward Olsen (ex officio)
Appointed by Select Board	Regional Transportation Advisory Council	Rhain Hoyland
Appointed by Select Board	Regional Transportation Advisory Council	David Montgomery
Appointed by Select Board	Registrars of Voters	Ann Cosgrove

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Registrars of Voters	Vacant
Appointed by Select Board	Registrars of Voters	Katherine Jacques
Appointed by Select Board	Registrars of Voters	Theodora K. Eaton (ex officio)
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	William Connors
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	David Ecsedy
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	Jeffrey D. Heller
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	Wells Blanchard
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	Jeffrey P. Heller
Appointed by Select Board	Taxation Aid Committee	Patrick Wrenn
Appointed by Select Board	Taxation Aid Committee	Helen Newton
Appointed by Select Board	Taxation Aid Committee	Jonathan Robbins
Appointed by Select Board	Taxation Aid Committee	Evelyn Poness (ex-officio)
Appointed by Select Board	Technology Advisory Board	David Davison (ex-officio)
Appointed by Select Board	Technology Advisory Board	Kerry Hurwitch
Appointed by Select Board	Technology Advisory Board	Matthew Howell
Appointed by Select Board	Technology Advisory Board	Ann Gulati (ex officio)
Appointed by Select Board	Technology Advisory Board	Kevin Deisz
Appointed by Select Board	Technology Advisory Board	Roger MacDonald (ex officio)
Appointed by Select Board	Technology Advisory Board	Michael Mathias
Appointed by Select Board	Technology Advisory Board	Carl Rubin
Appointed by Select Board	Traffic Management Advisory Committee	Thomas Ryder

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Traffic Management Advisory Committee	John McGrath
Appointed by Select Board	Traffic Management Advisory Committee	Vacant
Appointed by Select Board	Traffic Management Advisory Committee	Rhain Hoyland
Appointed by Select Board	Traffic Management Advisory Committee	Donna Mullin
Appointed by Select Board	Traffic Management Advisory Committee	Vacant
Appointed by Select Board	Traffic Management Advisory Committee	Barry McNeilly
Appointed by Select Board	Traffic Management Advisory Committee	Justin McCullen
Appointed by Select Board	Transportation Planning and Review Committee	Marianne Cooley
Appointed by Select Board	Transportation Planning and Review Committee	Kevin Keane
Appointed by Select Board	Transportation Planning and Review Committee	Vacant
Appointed by Select Board	Transportation Planning and Review Committee	Dmitry Gorenburg
Appointed by Select Board	Transportation Planning and Review Committee	Justin McCullen
Appointed by Select Board	Transportation Planning and Review Committee	Adam Block
Appointed by Select Board	Transportation Planning and Review Committee	Duncan Allen
Appointed by Select Board	Transportation Planning and Review Committee	David Montgomery
Appointed by Select Board	Transportation Planning and Review Committee	Robert Rossi
Appointed by Select Board	Transportation Planning and Review Committee	Douglas Palmer
Appointed by Select Board	Transportation Planning and Review Committee	Keith La Face
Appointed by Select Board	Water & Sewer Rate Structure Committee	John Terry
Appointed by Select Board	Water & Sewer Rate Structure Committee	Tom Loughran
Appointed by Select Board	Water & Sewer Rate Structure Committee	Harold Burger

Method	Board/Committee	Member as of June 30, 2022
Appointed by Select Board	Water & Sewer Rate Structure Committee	Vacant
Appointed by Select Board	Water & Sewer Rate Structure Committee	John Tallarico
Appointed by Moderator	Finance Committee	Barry Coffman
Appointed by Moderator	Finance Committee	John Connelly
Appointed by Moderator	Finance Committee	Carol Smith-Fachetti
Appointed by Moderator	Finance Committee	Tom Jacob
Appointed by Moderator	Finance Committee	James Healy
Appointed by Moderator	Finance Committee	Richard Lunetta
Appointed by Moderator	Finance Committee	Louise Miller
Appointed by Moderator	Finance Committee	Richard Reilly
Appointed by Moderator	Finance Committee	Joshua W. Levy
Appointed by Moderator	Personnel Board	Vacant
Appointed by Moderator	Personnel Board	Joseph Herlihy
Appointed by Moderator	Personnel Board	Vivian Hsu
Appointed by Moderator	Personnel Board	Richard Lunetta
Appointed by Moderator	Personnel Board	Vacant
Mixed Appointing Authority	Community Preservation Committee	Jeanne McKnight (Planning Board)
Mixed Appointing Authority	Community Preservation Committee	Laura Dorfman (Historical Commission)
Mixed Appointing Authority	Community Preservation Committee	Joseoh Barnes (Select Board)
Mixed Appointing Authority	Community Preservation Committee	Peter Pingatore (Moderator)
Mixed Appointing Authority	Community Preservation Committee	Richard Zimbone (Moderator)

Method	Board/Committee	Member as of June 30, 2022
Mixed Appointing Authority	Community Preservation Committee	Christopher Gerstel (Park & Recreation)
Mixed Appointing Authority	Community Preservation Committee	Reginald Foster (Housing Authority)
Mixed Appointing Authority	Community Preservation Committee	Vacant (Conservation Commission)
Mixed Appointing Authority	Community Preservation Committee	Bob Dermody (Select Board)
Mixed Appointing Authority	Contributory Retirement Board	Sandra Cincotta (Town Manager)
Mixed Appointing Authority	Contributory Retirement Board	John P. Krawiecki (by vote of employees and retirees)
Mixed Appointing Authority	Contributory Retirement Board	Robert Mearls (by members of the Retirement Board)
Mixed Appointing Authority	Contributory Retirement Board	Evelyn Poness
Mixed Appointing Authority	Contributory Retirement Board	Robert Papetti (by vote of employees and retirees)
Mixed Appointing Authority	Council on Aging	kathy Whitney (Select Board)
Mixed Appointing Authority	Council on Aging	Ed Cosgrove (Select Board)
Mixed Appointing Authority	Council on Aging	Carol deLemos (Select Board)
Mixed Appointing Authority	Council on Aging	Susan Mullaney (Select Board)
Mixed Appointing Authority	Council on Aging	Daniel Goldberg (Select Board)
Mixed Appointing Authority	Council on Aging	Helen Gregory (School Committee)
Mixed Appointing Authority	Council on Aging	Penny Grossman (Park & Recreation)
Mixed Appointing Authority	Council on Aging	Sandra Prinn (Housing Authority)
Mixed Appointing Authority	Council on Aging	Ted Prorok (Library)
Mixed Appointing Authority	Council on Aging	Kate Robey (Select Board)
Mixed Appointing Authority	Council on Aging	Lianne Relich (Select Board)
Mixed Appointing Authority	Council on Aging	Colleen Schaller (Board of Health)

Method	Board/Committee	Member as of June 30, 2022
Mixed Appointing Authority	Design Review Board	Len Karan (alternate) (Select Board)
Mixed Appointing Authority	Design Review Board	Robert Dermody (Select Board)
Mixed Appointing Authority	Design Review Board	Nelson Hammer (Planning Board)
Mixed Appointing Authority	Design Review Board	Mark Gluesing (Select Board)
Mixed Appointing Authority	Design Review Board	Richard M. Reilly, Jr. (alternate) (Selec Board)
Mixed Appointing Authority	Design Review Board	Deborah Robinson (Planning Board)
Mixed Appointing Authority	Design Review Board	Stephen Tanner (Planning Board)
Mixed Appointing Authority	Permanent Public Building Committee	Stuart Chandler
Mixed Appointing Authority	Permanent Public Building Committee	Lynne Deninger
Mixed Appointing Authority	Permanent Public Building Committee	George Kent
Mixed Appointing Authority	Permanent Public Building Committee	Henry Haff (ex officio)
Mixed Appointing Authority	Permanent Public Building Committee	Gene Voloshin
Mixed Appointing Authority	Permanent Public Building Committee	Roy Schiffiliti
Mixed Appointing Authority	Permanent Public Building Committee	Richard Creem
Mixed Appointing Authority	Permanent Public Building Committee	Irwin Silverstein
Mixed Appointing Authority	Transportation Committee	Duncan Allen (Select Board)
Mixed Appointing Authority	Transportation Committee	Richard Creem (Select Board)
Mixed Appointing Authority	Transportation Committee	Justin McCullen (Planning Board)
Mixed Appointing Authority	Transportation Committee	David Montgomery (Moderator)
Mixed Appointing Authority	Transportation Committee	Stephen McKnight (Planning)
Mixed Appointing Authority	Transportation Committee	Denise Garlick (ex officio)

Method	Board/Committee	Member as of June 30, 2022
Mixed Appointing Authority	Youth Commission	David Bookston (School Committee)
Mixed Appointing Authority	Youth Commission	Karen Mullen (Park & Recreation)
Mixed Appointing Authority	Youth Commission	Massiel Gallardo (Select Board)
Mixed Appointing Authority	Youth Commission	Susan Patkin (Moderator)
Mixed Appointing Authority	Youth Commission	Arina Collin (Supt of Schools)
Mixed Appointing Authority	Youth Commission	Jill Mullaney (Supt of Schools)
Mixed Appointing Authority	Youth Commission	Nicole McMahon (Police Department)
Mixed Appointing Authority	Youth Commission	Julie Stevens (Finance Committee)
Appointed by Town Manager	Administrative Assessor	Vacant
Appointed by Town Manager	Assistant Town Clerk	Helen Atkinson
Appointed by Town Manager	Animal Control Officer	David Parsons
Appointed by Town Manager	Assistant Director of Public Works	Vacant
Appointed by Town Manager	Assistant Town Manager/Finance Director	David Davison
Appointed by Town Manager	Assistant Town Manager/Director of Operations	Katie King
Appointed by Town Manager	Director of Emergency Management	Dennis Condon
Appointed by Town Manager	Director of Human Resources	Chuck Murphy-Rombolletti
Appointed by Town Manager	Director of Information Technology	Roger MacDonald
Appointed by Town Manager	Director, Building Design & Construction Department	Henry Haff
Appointed by Town Manager	Director, Building Maintenance Division	Barry DuLong
Appointed by Town Manager	Director of Public Health	Timothy McDonald
Appointed by Town Manager	Director of Public Works	Carys Lustig

Method	Board/Committee	Member as of June 30, 2022
Appointed by Town Manager	Director, West Suburban Veterans Services	Sarada Kalpee
Appointed by Town Manager	Director of Youth & Family Services	Sara Shine
Appointed by Town Manager	Environmental Health Agent	Tara Gurge
Appointed by Town Manager	Director of Aging Services	LaTanya Steele
Appointed by Town Manager	Fire Chief/Superintendent of Fire Alarms	Dennis Condon
Appointed by Town Manager	Inspector of Buildings	David Roche
Appointed by Town Manager	Inspector of Plumbing and Gas	Larry DiBona
Appointed by Town Manager	Inspector of Wiring	Scott Chisholm
Appointed by Town Manager	Library Director	Kim Hewitt
Appointed by Town Manager	Park and Recreation Director	Stacey Mulroy
Appointed by Town Manager	Planning Director	Lee Newman
Appointed by Town Manager	Police Chief / Keeper of the Lockup	John Schlittler
Appointed by Town Manager	Supervisor, Garage & Equipment	John Regan
Appointed by Town Manager	Superintendent, Highway	Rhainhardt Hoyland
Appointed by Town Manager	Superintendent, Parks & Forestry / Tree Warden	Edward Olsen
Appointed by Town Manager	Superintendent, Water and Sewer	Michael Retzky
Appointed by Town Manager	Town Accountant	Michelle Vaillancourt
Appointed by Town Manager	Town Engineer	Thomas Ryder
Appointed by Town Manager	Treasurer and Tax Collector	Evelyn Poness
Appointed by Town Manager	Veterans' Burial Agent/Veterans' Graves Officer	Jason Kravetz

Method	Board/Committee	Member as of June 30, 2022
Appointed by Elected or Appointed Boards	Executive Director, Needham Housing Authority	Angie Medeiros
Appointed by Elected or Appointed Boards	Executive Secretary to Finance Committee	Louise Mizgerd
Appointed by Elected or Appointed Boards	Superintendent of Schools	Daniel E. Gutekanst

REPRESENTATIVE TOWN MEETING

(Excerpt from Town of Needham Charter)

Section 4. Representative Town Meeting Continued. There shall continue to be in the town the form of representative town government by limited town meetings, all as more fully hereinafter set forth.

Section 5. Establishment of Town Meeting Precincts. After the acceptance of this charter act by the town, as hereinafter provided, the division of the town into ten voting precincts shall continue until redivided pursuant to this section. The selectmen, in exercising their authority to divide the territory of the town into voting precincts, shall make such division as will provide not more than ten precincts each of which contains approximately the same number of inhabitants. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The precincts shall be established so as to consist of compact and contiguous territory and bounded, so far as possible, by the center line of known streets and ways or by other well-defined limits. Their boundaries shall be reviewed and, if need be, revised by the Board of Selectmen, based on the most recent federal census, in the second January following the taking of said census, conformable to the requirements of sections one through ten of chapter fifty-four of the general laws. In any year when so directed by a vote of a town meeting, their boundaries shall be reviewed and if need be, revised by the Board of Selectmen in conformity to said sections one through ten of chapter fifty-four. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The selectmen shall, within twenty days after any establishment or revision of the precincts, but not later than January thirty-first of that year, file a report of their doings with the town clerk, the registrars of voters and the assessors with a map or maps or description of the precincts and the names and residences of the registered voters therein. The selectmen shall also cause to be posted at the town hall a map or maps or description of the precincts as established or revised from time to time, with the names and residences of the registered voters therein. They shall also cause to be posted in at least one public place in each precinct a map or description of that precinct with the names and residences of the registered voters therein. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The division of the town into precincts and any revision of such precincts shall take effect upon the date of the filing of the report thereof by the selectmen with the town clerk. Whenever the precincts are established or revised, the town clerk shall forthwith give written notice thereof to the state secretary, stating the number and designation of the precincts.

Meetings of the registered voters of the several precincts for elections, for primaries and for voting upon any question to be submitted to all the registered voters of the town shall be held on the same day and at the same hour and at such place or places within the town as the selectmen shall in the warrant for such meeting direct.

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TOWN MEETING MEMBERS

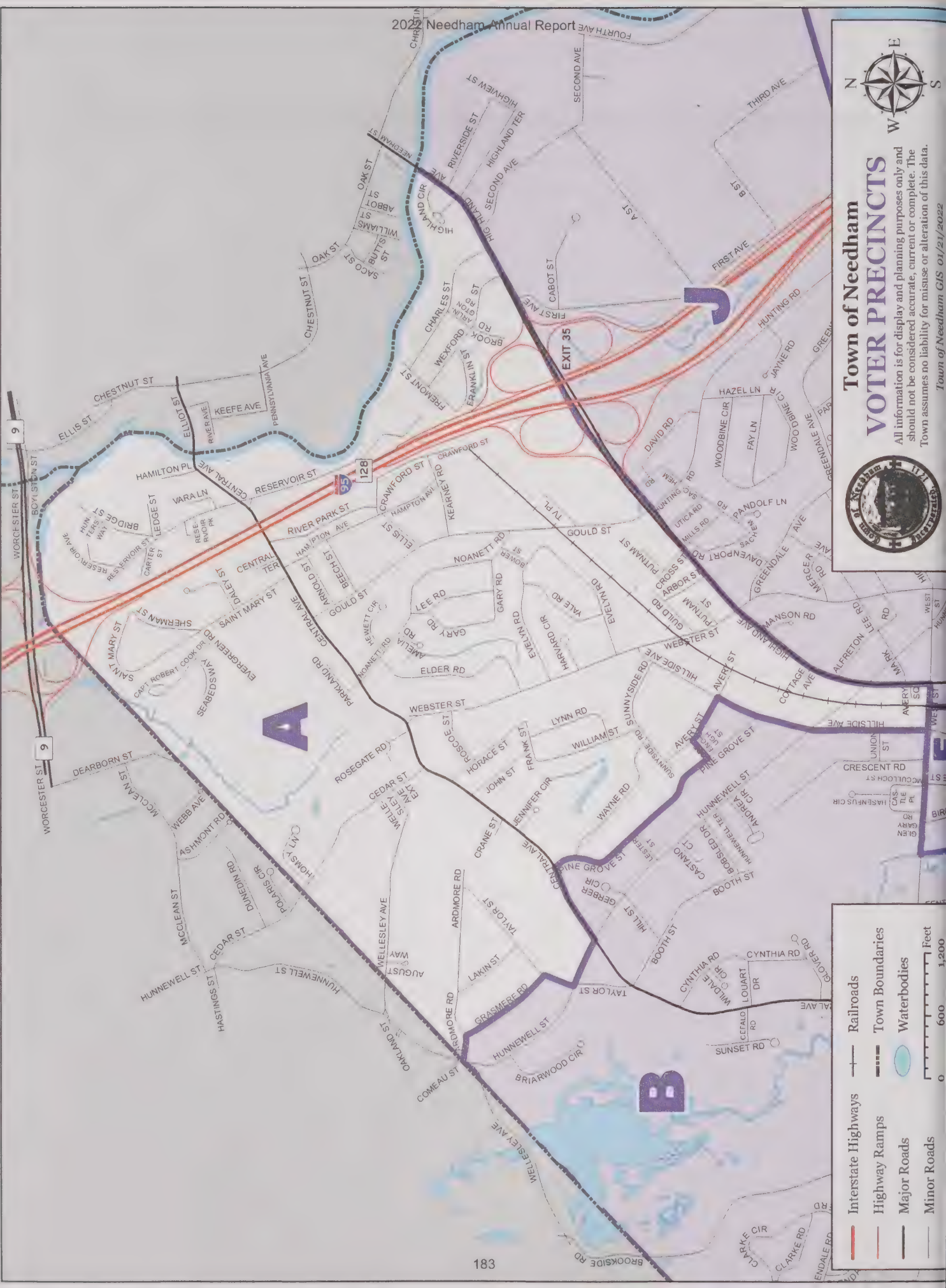
AT-LARGE TOWN MEETING MEMBER

(Excerpt from Town of Needham Charter)

Section 7. Town Meeting Members at Large. Any representative town meeting held under the provisions of this act, except as otherwise provided herein, shall be limited to the voters elected under section six, together with the following elected officers designated as town meeting members at large, each of whom shall have the right to vote in said meeting: (a) any resident member of the general court from the town, whose state legislative district is wholly within the town; (b) the moderator; (c) the town clerk; (d) the members of the board of selectmen; (e) the chairmen of each other elected board of the town, except the housing authority and the commissioners of trust funds.

TOWN MEETING MEMBERS AT LARGE

2022	Fee, Moderator	Michael K.	137 Fox Hill Road
2022	Frail, Member, Select Board	Heidi R	29 Powers Street
2022	Cooley, Chair, Select Board	Marianne B.	85 High Street
2022	Nelson, Vice Chair, Select Board	Marcus	12 Bobsled Drive
2022	Tzouros, Chair, Board of Assessors	Arthur	60 Locust lane
2022	Partridge, Chair, Board of Health	Robert A.	38 Sutton Road
2022	Allison, Chair, Trustees of Public Library	Kathleen Cahill	200 South Street
2022	Gerstel, Chair, Park & Recreation Commission	Christopher J.	184 Maple Street
2022	Block, Chair, Planning Board	Adam J.	103 High Rock Street
2022	Spengler, Chair, School Committee	Matthew J.	75 Hoover Road
2022	Gallello, Chair, Memorial Park Trustees	John S.	3o Howland Street
2022	Eaton, Town Clerk	Theodora K.	51 Bonwood Road
2022	Keane, Clerk, Select Board	Kevin J.	88 Lexington Avenue
2022	Borrelli, Member, Member, Select Board	Matthew D.	1175 Great Plain Avenue


Town of Needham
VOTER PRECINCTS
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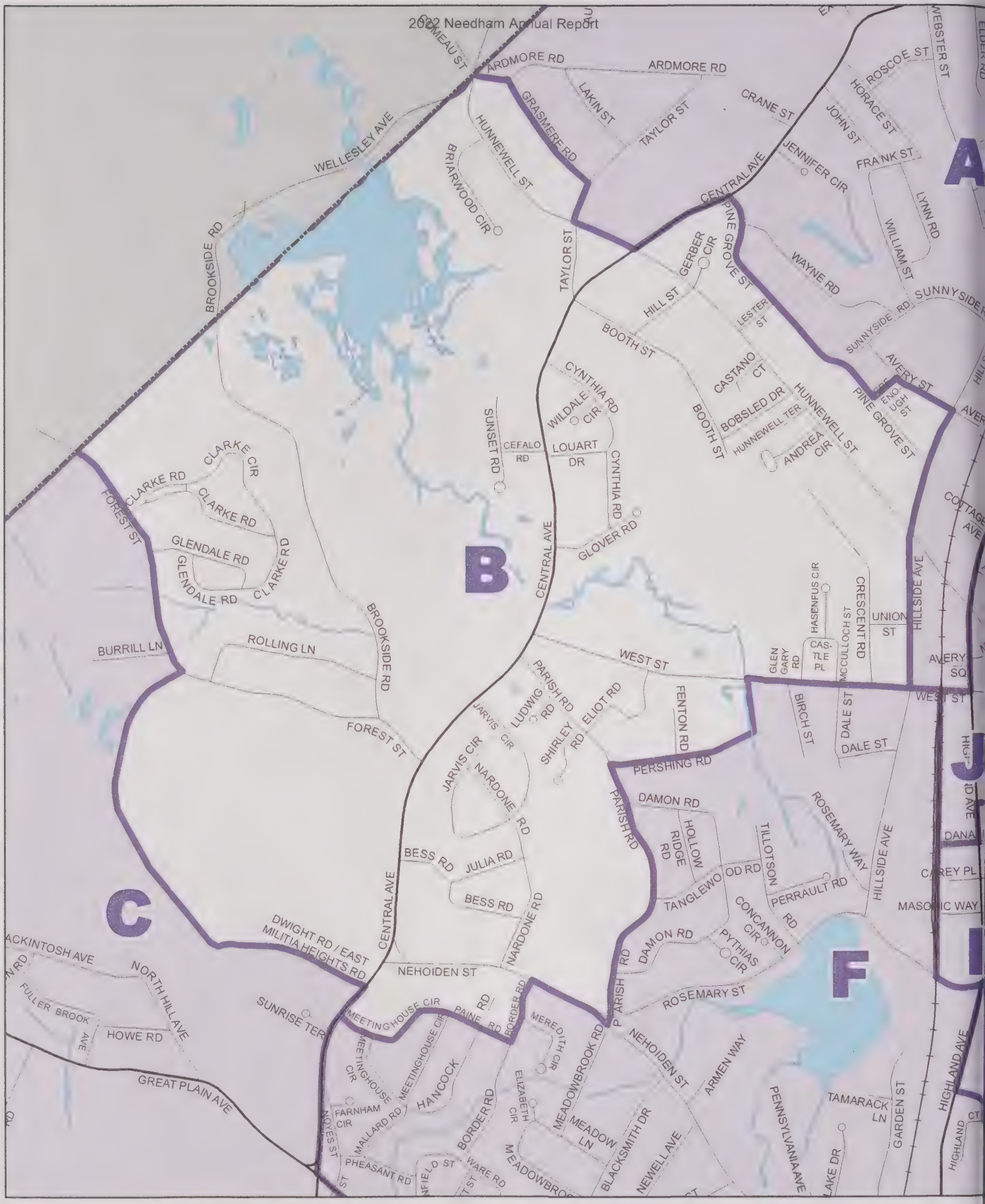
Town of Needham GIS 01/21/2022
Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies
0
600
1,200
Feet
A
B
J
EXIT 35
95
128
9
WORCESTER ST
CENTRAL AVE
RESERVOIR ST
RIVER PARK ST
HAMILTON PL
CHESTNUT ST
ELLIS ST
FIRST AVE
SECOND AVE
THIRD AVE
HIGHLAND AVE
HIGHLAND CIR
HIGHVIEW ST
RIVERSIDE ST
HIGHLAND TER
NEEDHAM ST
OAK ST
ABBOT ST
WILLIAMS ST
BUTTS ST
SACO ST
CHESTNUT ST
CHARLES ST
ARLINGTON ST
BROOK RD
WEXFORD RD
FRANKLIN ST
FREMONT ST
CABOT ST
A ST
B ST
HUNTING RD
JAYNE RD
HAZEL LN
DAVID RD
WOODBINE CIR
FAY LN
GREENDALE AVE
PANDOLF LN
DAVENPORT RD
CROSS ST
ARBOR ST
PUTNAM ST
GUILD RD
MANSON RD
HIGHLAND AVE
WEBSTER ST
HILLSIDE AVE
AVERY ST
COTTAGE AVE
ALFRETON RD
MARK RD
CRESCENT RD
UNION ST
MCCULLOCH ST
HASENFUS CIR
GLEN GARY RD
CASTLE PL
CRAWFORD ST
HAMPTON AVE
KEARNEY RD
TV PL
GOULD ST
NOANETT RD
BOWER ST
LEE RD
GARY RD
YALE RD
EVELYN RD
HARVARD CIR
AMELIA RD
ELDER RD
HEWETT CIR
NOANETT RD
ARNOLD ST
BEECH ST
CENTRAL TER
DALEY ST
SAINT MARY ST
SHERMAN ST
EVERGREEN RD
SEABEDS WAY
CAPT ROBERT COOK DR
PARKLAND RD
ROSEGATE RD
CEDAR ST
WELLESLEY AVE
HOMSY LN
DEARBORN ST
MCCLEAN ST
WEBB AVE
ASHMONT RD
DUNEDIN RD
POLARIS CIR
HUNNEWELL ST
HASTINGS ST
AUGUST WAY
OAKLAND ST
COMEAU ST
ARDMORE RD
TAYLOR ST
LAKIN ST
GRASMERE RD
BRIARWOOD CIR
CRANE ST
JENNIFER CIR
JOHN ST
HORACE ST
ROSCOE ST
FRANK ST
LYNN RD
WILLIAM ST
SUNNYSIDE RD
WAYNE RD
PINE GROVE ST
GERBER CIR
HILL ST
BOOTH ST
CASTANO CT
BOBSLED DR
HUNNEWELL TER
ANDREA CIR
CYNTHIA RD
WILDALE CIR
LOUART DR
GLOVER RD
CEFALO RD
SUNSET RD
CLARKE CIR
CLARKE RD
BROOKSIDE RD
WELLESLEY AVE

PRECINCT A

Term Expiration	Last Name	First Name/MI	Street Address
2023	Hart, Jr.	Samuel	154 Hillside Avenue #1
2023	Genova	John D.	11 Jennifer Circle
2023	Diodato	John F.	7 William Street
2023	Spector	Rhonda K.	79 Sunnyside Road
2023	O'Brien, Jr.	Norman F.	59 Webster Street
2023	Hart	Elizabeth M.	154 Hillside Avenue #1
2023	Sterling	Nicholas P.	60 Webster Street
2023	Herrick	Walter D.	131 Pine Grove Street
2024	Brown	Lance R.	18 Webster Street
2024	Cooper	Emily Rose	56 Lee Road
2024	Krechmer	Heather	44 Yale Road
2024	MacKintosh	Brian M.	50 John Street
2024	Silverstein	Irwin	44 Reservoir Avenue
2024	Keane-Hazzard	Mary E.	198 Webster Street
2024	Shapiro	Karen	48 Taylor Street
2024	Sargent	James F.	43 Webster Street
2025	Serinsky	Sharon P.	23 Wayne Road
2025	Miller	Michael S.	33 William Street
2025	Creem	Richard S.	12 Gary Road
2025	Miller	Rachel B.	33 William Street
2025	Bailey	Erik J.	64 Hillside Avenue
2025	Sargent	Elizabeth M.	43 Webster Street
2025	Dangel	Robert S.	28 Hewett Circle
2025	Scheck-Kahn	Jennifer C.	17 Wayne Road



Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies

0 500 1,000 Feet

Town of Needham
VOTER PRECINCTS

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Town of Needham GIS 01/21/2022

N W E S

PRECINCT B

Term Expiration	Last Name	First Name/MI	Street Address
2023	Borrelli	Marianna	651 Central Avenue
2023	Alwart	Kathleen Krey	51 Grasmere Road
2023	Jacob	Thomas M.	67 Clarke Road
2023	Levy	Sara R.	61 Briarwood Circle
2023	Agler	Stuart B.	30 Parish Road
2023	Dorfman	Mark N.	66 Jarvis Circle
2023	Bernstein	Orr Y.	4 Jarvis Circle
2023	Kurkjian	Catherine E.	43 Briarwood Circle
2024	Rovner	Gerald C.	48 Cynthia Road
2024	Bernstein	Abby B.	4 Jarvis Circle
2024	Daya-Daly	Joan M.	28 Sunset Road
2024	Grimes	Elizabeth Jane	12 Clarke Road
2024	Mawhinney	Christine A.	44 Jarvis Circle
2024	Toran	Sarah Ann	945 Central Avenue
2024	Pressman	Eric G.	33 Andrea Circle
2024	Hayden	Cifford Owen	12 Crescent Road
2025	Freedberg	Cathy M.	112 Jarvis Circle
2025	Dernburg	Judith	865 Central Avenue #A416
2025	Benfield	Peter B.	865 Central Avenue #I402
2025	Dorfman	Laura W.	66 Jarvis Circle
2025	Nicols	Kim Marie	12 Crescent Road
2025	King	William B.	865 Central Avenue #H501
2025	Blom	Wendy Z.	89 Parish Road`
2025	Childs	Jean W.	865 Central Avenue #A519

Town of Needham
VOTER PRECINCTS

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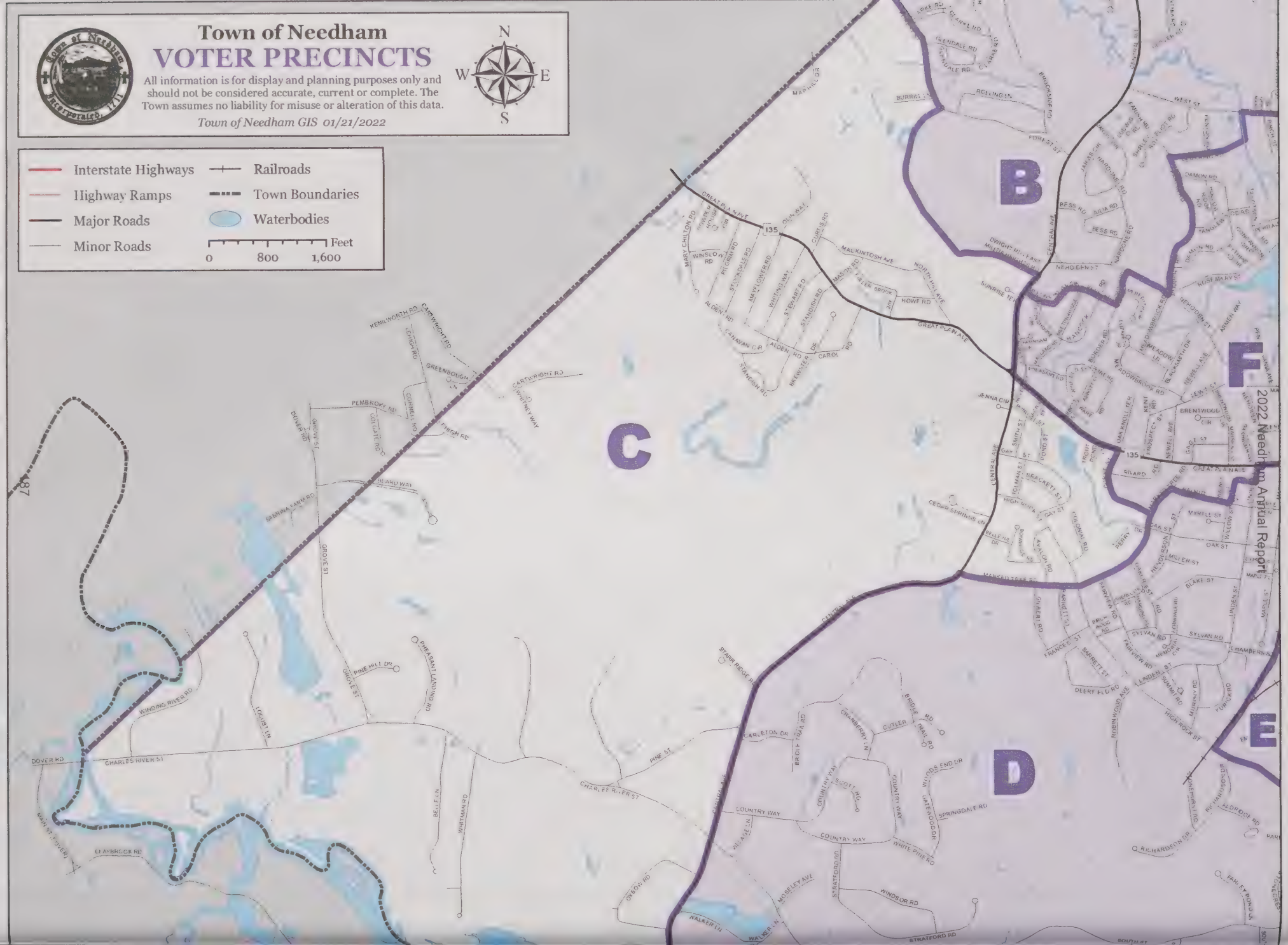
Town of Needham GIS 01/21/2022

N W E S

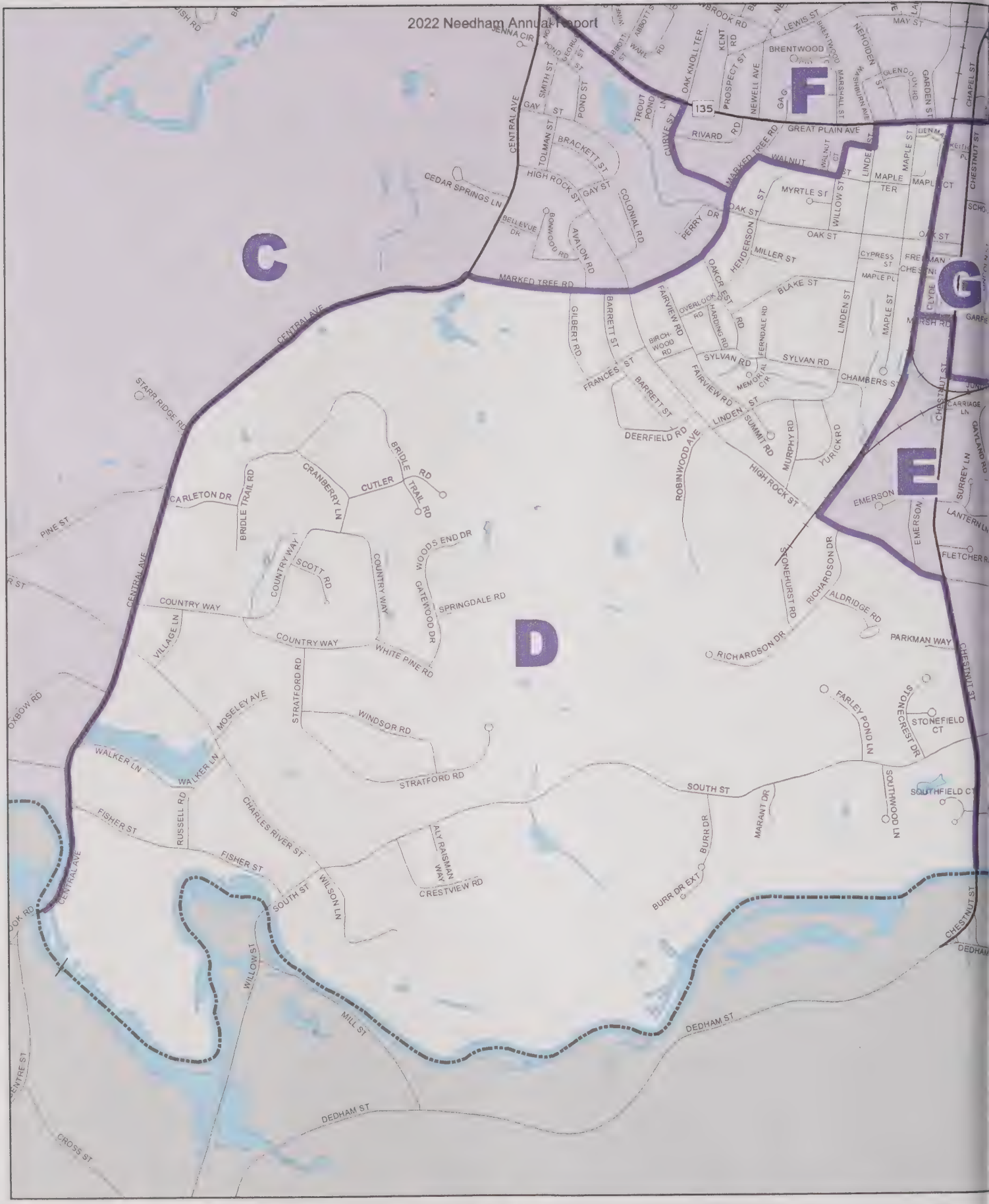
- Interstate Highways
- Highway Ramps
- Major Roads
- Minor Roads
- Railroads
- Town Boundaries
- Waterbodies

0 800 1,600 Feet



PRECINCT C

2023	Gluesing	Mark J.	48 Mackintosh Avenue
2023	Masterman	James D.	53 Canavan Circle
2023	Isenberg	Paul David	44 Stewart Road
2023	Goldberg	Lois R.	76 Brewster Drive
2023	Tillotson	Paul B.	21 Howe Road
2023	Vincent	Joshua J.	1476 Great Plain Avenue
2023	Agualimpia	Carlos	7 Jenna Circle
2023	Haslip	John H.	43 Whitman Road
2024	Landau	R. Cynthia	57 Pine Street
2024	Alpert	Peter A.	108 Locust Lane
2024	Cox, Jr.	Gilbert W.	49 Colonial Road
2024	Waber	Rebecca	15 Powder House Circle
2024	Cox	David R.	8 Whiting Way
2024	Zappala	Lisa W.	379 Charles River Street
2024	Quinlan	Edward M.	100 Gay Street
2024	Neckes	Susan B.	36 Gay Street
2025	Barnes	Joseph P.	589 High Rock Street
2025	Alpert	Paul S.	116 Pine Street
2025	Owens	Ted	54 Whitman Road
2025	Callanan	Paula R.	1699 Great Plain Avenue
2025	Miller	Louise L.	5 North Hill Avenue
2025	Carter	Andrea E. Longo	18 Colonial Road
2025	Levy	Joshua W.	1606 Great Plain Avenue
2025	O'Brien	Michael E.	1600 Great Plain Avenue



Interstate Highways
Highway Ramps
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Waterbodies

0 1,000 2,000 Feet

Town of Needham
VOTER PRECINCTS

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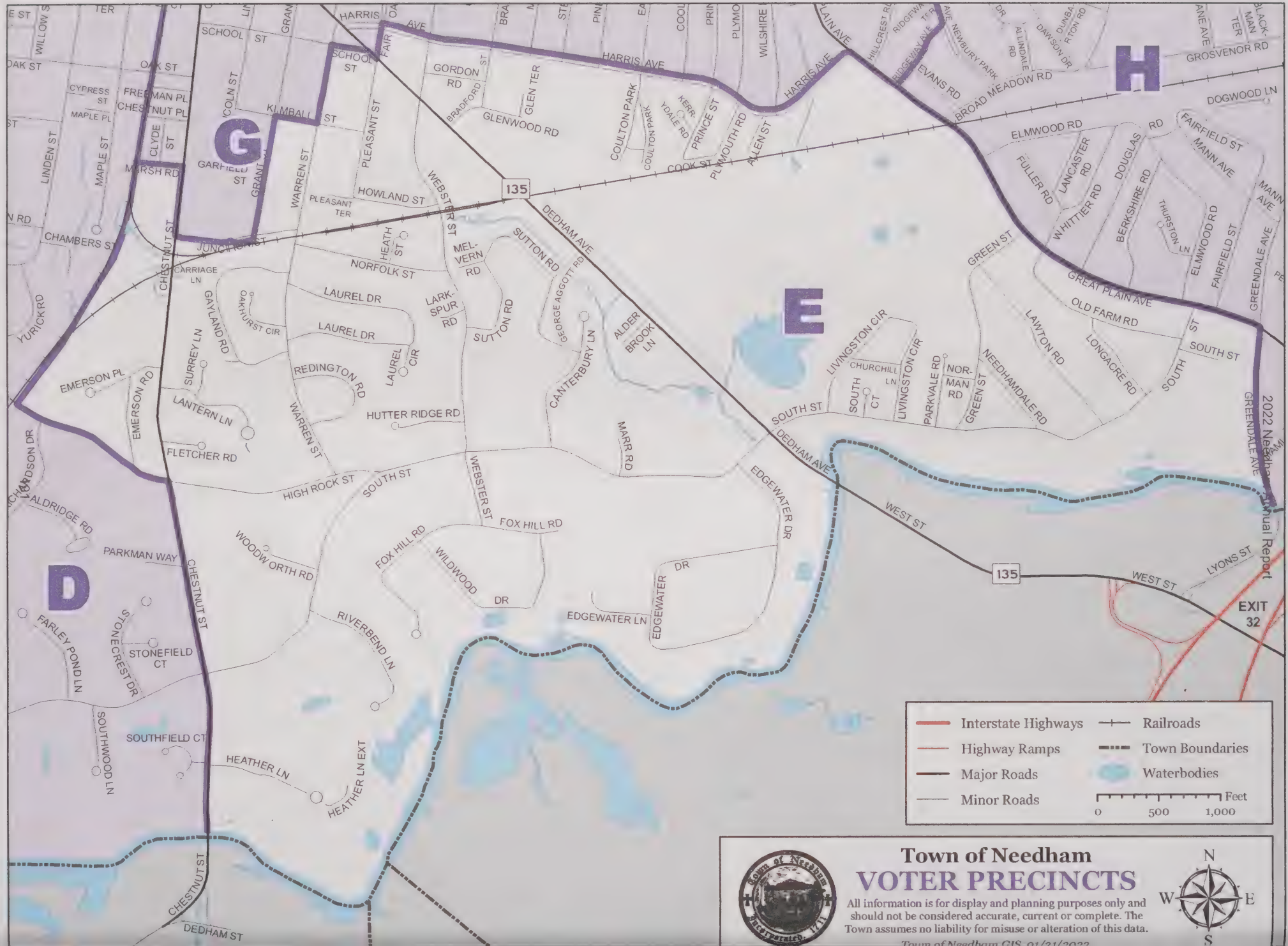
Town of Needham GIS 01/21/2022

N W E S

PRECINCT D			
2023	Soisson	Thomas F.	128 Maple Street
2023	Blauer	Alexandra Rose	59 Robinwood Avenue
2023	Giraldo-Kerr	Anna	42 Moseley Avenue
2023	Foster	Reginald C.	898 South Street
2023	Conturie	Cynthia L.	96 Robinwood Avenue
2023	Calton	Karen L.	387 High Rock Street
2023	Lunetta	Richard J.	182 Marked Tree Road
2023	Petitt	Robert A.	80 Robinwood Avenue
2024	Mock	Steven E.	268 Marked Tree Road
2024	Baum	Janet K.	1 Southfield Court
2024	DeSimone	Dorothy H.	40 Linden Street
2024	Leghorn	Joseph J.	40 Linden Street
2024	D'Addesio	Kathryn L.	110 Linden Street
2024	Abruzese	Joseph	30 Bridle Trail Road
2024	Navales	Emma	82 Deerfield Road
2024	Patey	Carol L. B.	32 Linden Street
2025	McCullen	Justin Douglas	22 Miller Street
2025	Clarke	Holly Anne	1652 Central Avenue
2025	Soma	Janis M.	106 Marked Tree Road
2025	Chao	Jeremy J.	96 Maple Street
2025	Rauch	Evan F.	224 Country Way
2025	Abruzese	Margaret	30 Bridle Trail Road
2025	Pressman	Aaron M.	1012 South Street
2025	Eisenhut	Bruce T.	106 Marked Tree Road



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Waterbodies
Feet
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500
1,000
N
S
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H
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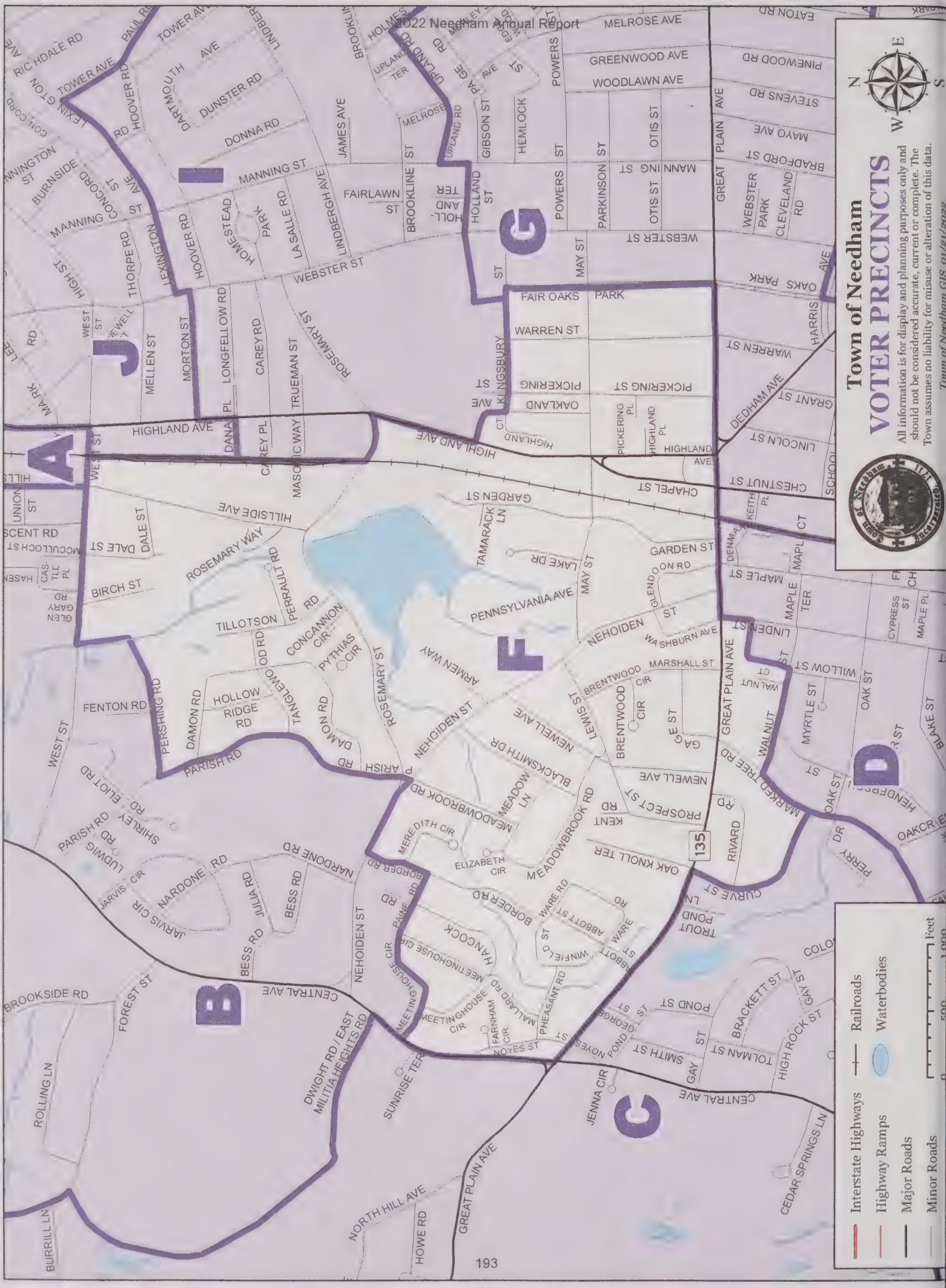
D
135
EXIT 32
2022 Needham Annual Report
HARRIS AVE
DEDHAM AVE
WEST ST
SOUTH ST
CHESTNUT ST
GREAT PLAIN AVE
BROAD MEADOW RD
GROSVENOR RD
DOGWOOD LN
ELMWOOD RD
FAIRFIELD ST
MANN AVE
GREENDALE AVE
LYONS ST
EDGEWATER DR
EDGEWATER LN
FOX HILL RD
WILDWOOD DR
HIGH ROCK ST
HUTTER RIDGE RD
REDINGTON RD
LAUREL DR
NORFOLK ST
HOWLAND ST
PLEASANT ST
WARREN ST
WEBSTER ST
SUTTON RD
CANTERBURY LN
ALDER BROOK LN
MARR RD
GEORGE AGGOTT RD
LARKSPUR RD
MELVERN RD
HEATH ST
LAUREL CIR
OAKHURST CIR
GAYLAND RD
SURREY LN
LANTERN LN
FLETCHER RD
EMERSON RD
EMERSON PL
CHAMBERS ST
YURICK RD
CARRIAGE LN
JUNCTION ST
MARSH RD
CLYDE ST
MAPLE ST
LINDEN ST
CYPRESS ST
MAPLE PL
FREEMAN PL
CHESTNUT PL
OAK ST
SCHOOL ST
KIMBALL ST
GARFIELD ST
GRANT ST
PLEASANT TER
GORDON RD
BRADFORD ST
GLEN TER
GLENWOOD RD
COULTON PARK
KERRYDALE RD
PRINCE ST
PLYMOUTH RD
ALLEN ST
COOK ST
WILSHIRE
PLAIN AVE
HILLCREST RD
RIDGEWAY AVE
NEWBURY PARK
EVANS RD
ALLINDALE RD
DAWSON DR
DUNBARTON RD
FULLER RD
LANCASTER RD
DOUGLAS RD
W HITTIER RD
BERKSHIRE RD
THURSTON LN
GREEN ST
OLD FARM RD
LAWTON RD
LONGACRE RD
NEEDHAMDALE RD
NORMAN RD
PARKVALE RD
LIVINGSTON CIR
CHURCHILL LN
SOUTH CT
ALDRIDGE RD
PARKMAN WAY
WOODWORTH RD
RIVERBEND LN
FARLEY POND LN
STONECREST DR
STONEFIELD CT
SOUTHWOOD LN
SOUTHFIELD CT
HEATHER LN
HEATHER LN EXT
DEDHAM ST

PRECINCT E			
2023	Cohenno	Peter Robert	481 Chestnut Street
2023	Murray	Philip R.	453 Warren Street
2023	Block	Adam J.	103 High Rock Street
2023	Braman	Robert R.	76 Lawton Road
2023	Peckham	Ford H.	26 Lawton Road
2023	Ruth	Ronald W.	248 Warren Street
2023	Niden	Michael L.	178 South Street
2023	Mahr	Julia Dale	124 Edgewater Drive
2024	Wizer	Andrea J.	7 Emerson Road
2024	Wolfe	Cynthia J.	191 Fox Hill Road
2024	Paulson	William J.	111 Sutton Road
2024	Cosgrove III	Edward V.	17 Laurel Drive
2024	O'Neil	Peter J.	198 Fair Oaks Park
2024	Siegenthaler	Paul A.	1049 Webster Street
2024	LaFace	Keith M.	504 Chestnut Street
2024	Hurley	Amy	130 South Street
2025	Barr	Constance S.	205 Edgewater Drive
2025	Cosgrove	Ann M.	17 Laurel Drive
2025	Chaston	Cynthia J.	119 Fox Hill Road
2025	Robey	Philip V.	12 Fletcher Road
2025	Weinograd	Kate Ellen	153 Plymouth Road
2025	Fachetti	Carol A.	187 South Street
2025	McLellan	Bonnie L.	521 Chestnut Street
2025	Yanofsky	Jill	111 High Rock Street


Town of Needham
VOTER PRECINCTS
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Town of Needham GIS 01/21/2022
Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Waterbodies
Feet
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500
1,000
A
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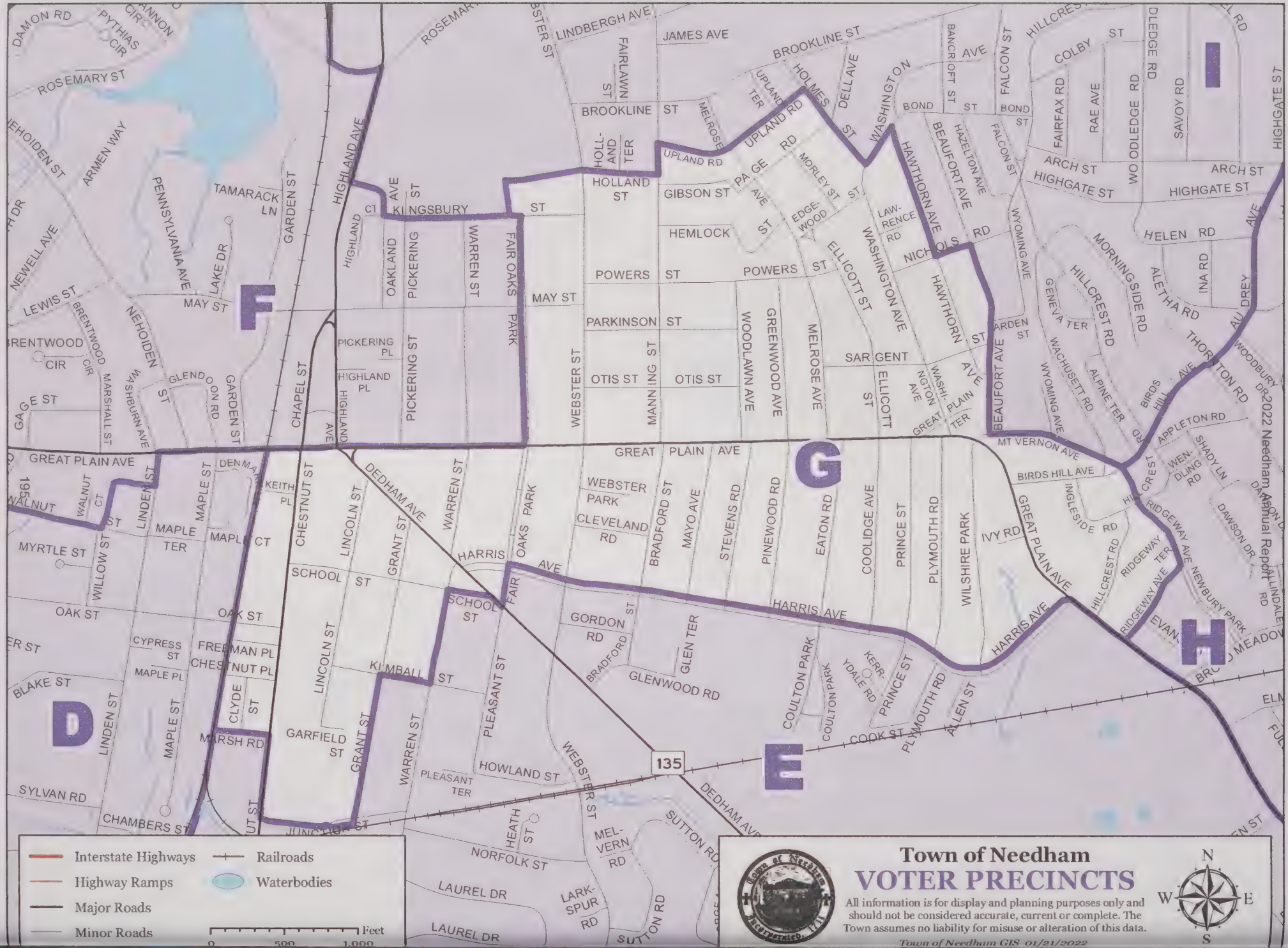
135
MELROSE AVE
GREENWOOD AVE
WOODLAWN AVE
PINEWOOD RD
STEVENS RD
MAYO AVE
BRADFORD ST
GREAT PLAIN AVE
WEBSTER ST
OAKS PARK
FAIR OAKS PARK
WARREN ST
PICKERING ST
OAKLAND
HIGHLAND AVE
CHAPEL ST
CHESTNUT ST
GARDEN ST
HILLSIDE AVE
ROSEMARY WAY
PENNSYLVANIA AVE
NEHOIDEN ST
MARSHALL ST
BRENTWOOD CIR
NEWELL AVE
BLACKSMITH DR
MEADOWBROOK RD
PROSPECT ST
OAK KNOLL TER
BORDER RD
HANCOCK
MEETINGHOUSE CIR
CENTRAL AVE
NARDONE RD
PARISH RD
FENTON RD
WEST ST
BIRCH ST
DALE ST
TILLOTSON RD
CONCANNON CIR
PYTHIAS CIR
ARMEN WAY
NEHOIDEN ST
ROSEMARY ST
DAMON RD
HOLLOW RIDGE RD
TANGLEWOOD RD
PERSHING RD
ELIOT RD
SHIRLEY RD
LUDWIG RD
JARVIS CIR
JULIA RD
BESS RD
NARDONE RD
MEREDITH CIR
ELIZABETH CIR
WARE RD
ABBOTT ST
WINFIELD ST
PHEASANT RD
MALLARD RD
FARNHAM CIR
NOYES ST
POND ST
SMITH ST
GAY ST
BRACKETT ST
TOLMAN ST
HIGH ROCK ST
GAY ST
JENNA CIR
CEDAR SPRINGS LN
NORTH HILL AVE
HOWE RD
GREAT PLAIN AVE
BROOKSIDE RD
FOREST ST
ROLLING LN
BURRILL LN
DWIGHT RD / EAST MILITIA HEIGHTS RD
SUNRISE TER
MANNING ST
DUNSTER RD
DONNA RD
HOOVER RD
LEXINGTON
THORPE RD
MELLEN ST
MORTON ST
LONGFELLOW RD
CAREY RD
TRUEMAN ST
ROSEMARY ST
LA SALLE RD
LINDBERGH AVE
FAIRLAWN ST
BROOKLINE ST
HOLLAND ST
GIBSON ST
HEMLOCK
POWERS ST
PARKINSON ST
OTIS ST
MANNING ST
GREAT PLAIN AVE
WEBSTER PARK
CLEVELAND RD
HARRIS AVE
DEDHAM AVE
GRANT ST
LINCOLN ST
MAPLE ST
LINDEN ST
WILLOW ST
OAK ST
MYRTLE ST
WALNUT ST
MARKED TREE RD
RIVARD RD
PERRY DR
OAKCR
HENDERSON ST
BLAKE ST
CYPRESS ST
MAPLE PL
MAPLE TER
DENMARK
KEITH PL
GLENDON RD
LAKE DR
TAMARACK LN
MAY ST
WASHBURN AVE
BRENTWOOD CIR
LEWIS ST
GAGE ST
MEADOW LN
MEADOWBROOK RD
KENT RD
PARISH RD
DAMON RD
TANGLEWOOD RD
PERRAULT RD
DALE ST
MCCULLOCH ST
CASTLE PL
GLEN GARY RD
UNION ST
SCENT RD
HIGHLAND AVE
WEST ST
MARK LEE RD
HIGH ST
BURNSIDE
CONCORD ST
MANNINGTON ST
LEXINGTON AVE
RICHDALE RD
TOWER AVE
PAUL RD
DARTMOUTH AVE
HOOVER RD
UPLAND RD
UPLAND TER
HOLMES
MELROSE
JAMES AVE
HOMESTEAD PARK
MELLEN ST
DANA PL
CAREY PL
MASONIC WAY
KINGSBURY ST
HIGHLAND CT
PICKERING PL
HIGHLAND PL
HIGHLAND AVE
CHESTNUT ST
DENMARK
135

PRECINCT F

2023	Heller	Jeffrey D.	1092 Central Avenue
2023	Jacques	Katherine P.	41 Hancock Road
2023	McCafferty	Dennis Francis	3 Meadowbrook Road
2023	Connelly	John P.	67 May Street
2023	Friedman	Jeffrey M.	28 Perrault Road, #1
2023	MacMahon	Mary Anne	89 Warren Street
2023	Cohen	Lawrence J.	77 Warren Street
2023	Ajamian	Gary Robert	47 Meetinghouse Circle
2024	Davis	Richard W.	233 Nehoiden Street
2024	Sexton	Jennifer S.	62 Newell Avenue
2024	Dornbusch	Stephen L.	51 Damon Road
2024	Goldin	Rochelle E.	68 Warren Street
2024	Lee	Elizabeth Anne	42 Blacksmith Drive
2024	McCabe	Joseph	93 Garden Street
2024	Kalish	Leslie A.	48 Lake Drive
2024	Zaff	Adam S.	134 Damon Road
2025	McKnight	Jeanne S.	100 Rosemary Way #336
2025	Price	Karen N.	48 Lake Drive
2025	Davis	Gail E.	233 Nehoiden Street
2025	Borrelli	Alison S.	1175 Great Plain Avenue
2025	Glazier	Robyn E.	59 Walnut Street
2025	Fox	Doug H.	43 Marked Tree Road
2025	Zoppo	William A.	330 Nehoiden Street
2025	Coffman	Barry J.	837 Great Plain Avenue


Town of Needham
VOTER PRECINCTS
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Town of Needham GIS 01/21/2022
Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Waterbodies
Feet
0
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1,000
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195
2022 Needham Annual Report
DAMON RD
PYTHIAS CIR
ROSEMARY ST
NEHOIDEN ST
ARMEN WAY
PENNSYLVANIA AVE
TAMARACK LN
GARDEN ST
NEWELL AVE
LAKE DR
LEWIS ST
MAY ST
BRENTWOOD CIR
NEHOIDEN ST
GLENDOON RD
GAGE ST
MARSHALL ST
WASHBURN AVE
GARDEN ST
CHAPEL ST
HIGHLAND AVE
HIGHLAND CT
KINGSBURY ST
OAKLAND AVE
PICKERING ST
WARREN ST
FAIR OAKS PARK
PICKERING PL
HIGHLAND PL
LINDBERGH AVE
JAMES AVE
FAIRLAWN ST
BROOKLINE ST
HOLLAND TER
HOLLAND ST
GIBSON ST
HEMLOCK ST
POWERS ST
PARKINSON ST
OTIS ST
WEBSTER ST
MANNING ST
WOODLAWN AVE
GREENWOOD AVE
MELROSE AVE
ELLICOTT ST
WASHINGTON AVE
HAWTHORN AVE
BEAUFORT AVE
NICHOLS RD
SARGENT ST
GREAT PLAIN AVE
MT VERNON AVE
BIRDS HILL AVE
WEBSTER PARK
CLEVELAND RD
BRADFORD ST
MAYO AVE
STEVENS RD
PINEWOOD RD
EATON RD
COOLIDGE AVE
PRINCE ST
PLYMOUTH RD
WILSHIRE PARK
IVY RD
HARRIS AVE
GORDON RD
GLEN TER
GLENWOOD RD
COULTON PARK
KERRYDALE RD
COOK ST
ALLEN ST
DEDHAM AVE
CHESTNUT ST
LINCOLN ST
GRANT ST
WARREN ST
SCHOOL ST
KIMBALL ST
PLEASANT ST
PLEASANT TER
HOWLAND ST
WEBSTER ST
HEATH ST
NORFOLK ST
LAUREL DR
LARKSPUR RD
SUTTON RD
MELVERN RD
MAPLE ST
MAPLE TER
MAPLE CT
WALNUT ST
WALNUT CT
LINDEN ST
MYRTLE ST
WILLOW ST
OAK ST
CYPRESS ST
FREEMAN PL
CHESTNUT PL
MAPLE PL
BLAKE ST
CLYDE ST
MARSH RD
GARFIELD ST
SYLVAN RD
CHAMBERS ST
JUNCTION ST
HILLCREST RD
RIDGEWAY AVE
RIDGEWAY TER
NEWBURY PARK
APPLETON RD
SHADY LN
DAWSON DR
ALLINDALE RD
BROOD MEADOW
HIGHGATE ST
ARCH ST
HELEN RD
INA RD
ALETHA RD
THORNTON RD
WOODBURY DR
MORNINGSIDE RD
HILLCREST RD
GENEVA TER
WACHUSETT RD
ALPINE TER
WYOMING AVE
BEAUFORT AVE
HAZELTON AVE
FALCON ST
BOND ST
BANCROFT ST
FAIRFAX RD
RAE AVE
WOODLEDGE RD
SAVOY RD
COLBY ST
HILLCREST
DELL AVE
HOLMES ST
UPLAND RD
UPLAND TER
MELROSE
PAGE RD
MORLEY ST
EDGEWOOD ST
LAWRENCE RD
WASHINGTON AVE
HAWTHORN AVE
BEAUFORT AVE
WASHINGTON AVE
ELLICOTT ST
GREAT PLAIN TER
BIRDS HILL AVE
INGLESIDE RD
HILLCREST RD
RIDGEWAY AVE
RIDGEWAY TER
WENDLING RD
DAWSON DR
ALLINDALE RD
EVANS
ELM
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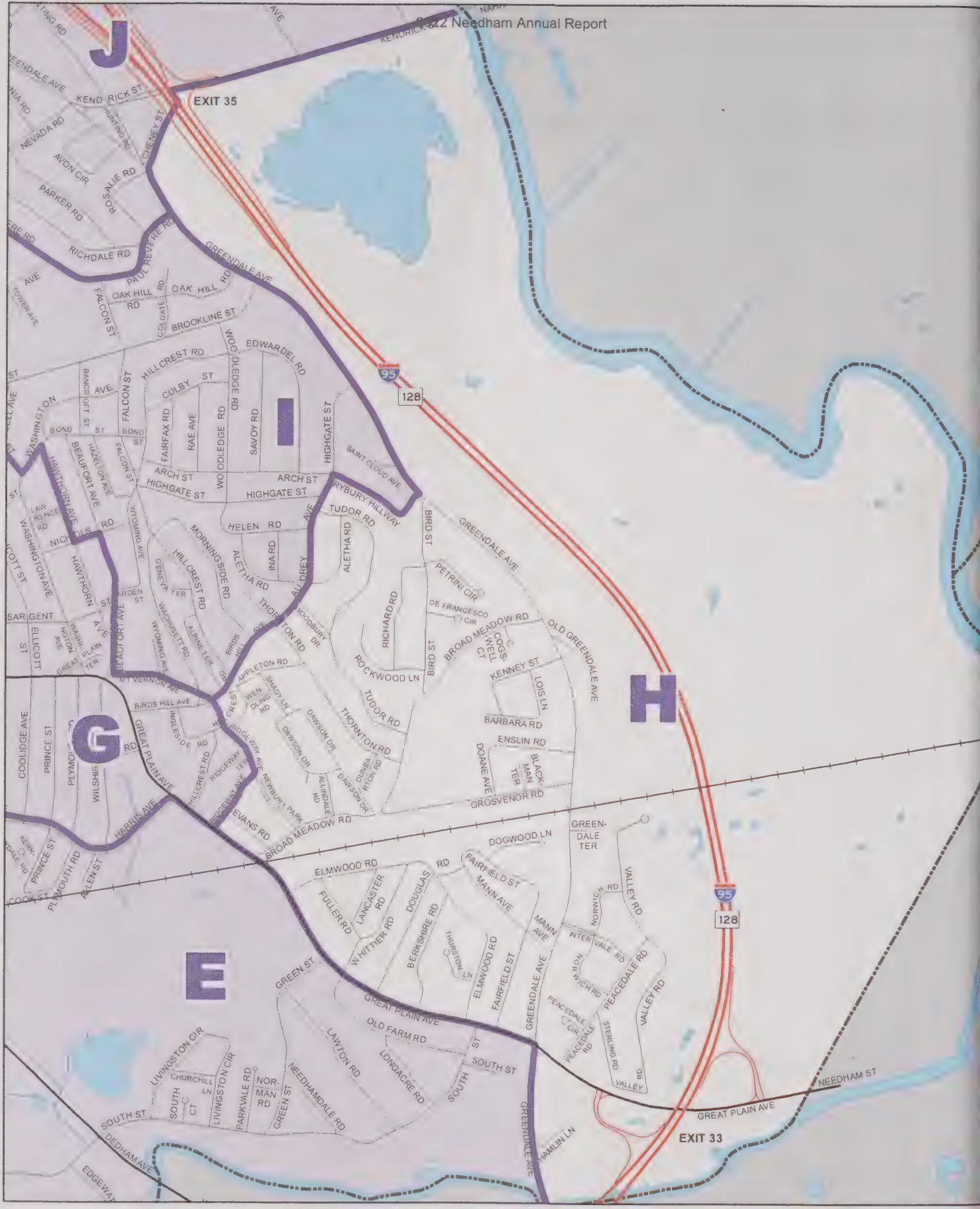
PRECINCT G

2023	Buell	Jennifer Lewis	53 Pinewood Road
2023	Fernandez	Robert John	19 Bradford Street
2023	Distler	Michael A.	122 Washington Avenue
2023	Tacelli	Patrick Weston	179 Harris Avenue
2023	Thomas	Christopher G.	130 Warren Street
2023	Freundlich	Kenneth B.	54 Bradford Street
2023	Beacham, Jr.	Peter W.	249 Harris Avenue
2023	Crawford	Michael J.	213 Warren Street
2024	Ochalla	Josephine Luppino	657 Webster Street
2024	DeMeis	Richard	126 Powers Street
2024	Dirks	David	674 Webster Street
2024	Walker	Karen L	13 Webster Park
2024	Skatrud	Alisa M.	49 Sargent Street
2024	Hays	Abigail Jones	54 Coolidge Avenue
2024	Dowd	Catherine Reid	778 Great Plain Avenue
2024	McGarvey	Susan B.	66 Upland Road
2025	Smart, Jr.	Robert T.	25 Mayo Avenue
2025	Harkins	Thomas M.	24 May Street
2025	Welby	Susan	857 Webster Street
2025	Crimmings	John D.	32 Plymouth Road
2025	Frail	Stephen Anthony	29 Powers Street
2025	Flanagan	James D.	863 Webster Street
2025	McCaffrey	Maureen T.	285 Manning Street
2025	Dermody	Robert J.	162 Fair Oaks Park



Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies

0 800 1,600 Feet

Town of Needham
VOTER PRECINCTS

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Town of Needham GIS 01/21/2022

N W E S

PRECINCT H

2023	Feigenbaum	Lynn Sara	80 Richard Road
2023	Gillogley	Thomas Edward	4 Wendling Road
2023	Lee	Kumrae Helbig	349 Great Plain Avenue
2023	Kardok	Michael C.	55 Berkshire Road
2023	Orscheln	Eileen K.	67 Whittier Road
2023	Wixon	Amy M.	92 Grosvenor Road
2023	Kingston	John A.	70 Grosvenor Road
2023	Carter	Molly Kastory	136 Tudor Road
2024	Barzilay	Ilan	77 Thornton Road
2024	Tierney	Kevin F.	206 Broad Meadow Road
2024	Knickle-Tierney	Kimberly	206 Broad Meadow Road
2024	Zimbone	Richard A.	10 Woodbury Drive
2024	Cosentino	Julia Satti	265 Great Plain Avenue
2024	McCarthy	Nancy E.	29 Sterling Road
2024	Diener	Michael A.	30 Kenney Street
2024	Han	Karen E.	34 Grosvenor Road
2025	Reilly	Richard M.	15 Whittier Road
2025	Bulian	John A.	86 Peacedale Road
2025	Bruel	Hilary Hanson	87 Thornton Road
2025	Mullen	Eileen M.	20 Dunbarton Road
2025	Cruickshank	M. Patricia	64 Elmwood Road
2025	Olive	Peter R.	133 Thornton Road
2025	Brinkhaus	Heinz R.	10 Lancaster Road
2025	Handler	Elizabeth P.	317 Great Plain Avenue

Town of Needham
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Town of Needham GIS 01/25/2022
Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Waterbodies
Feet
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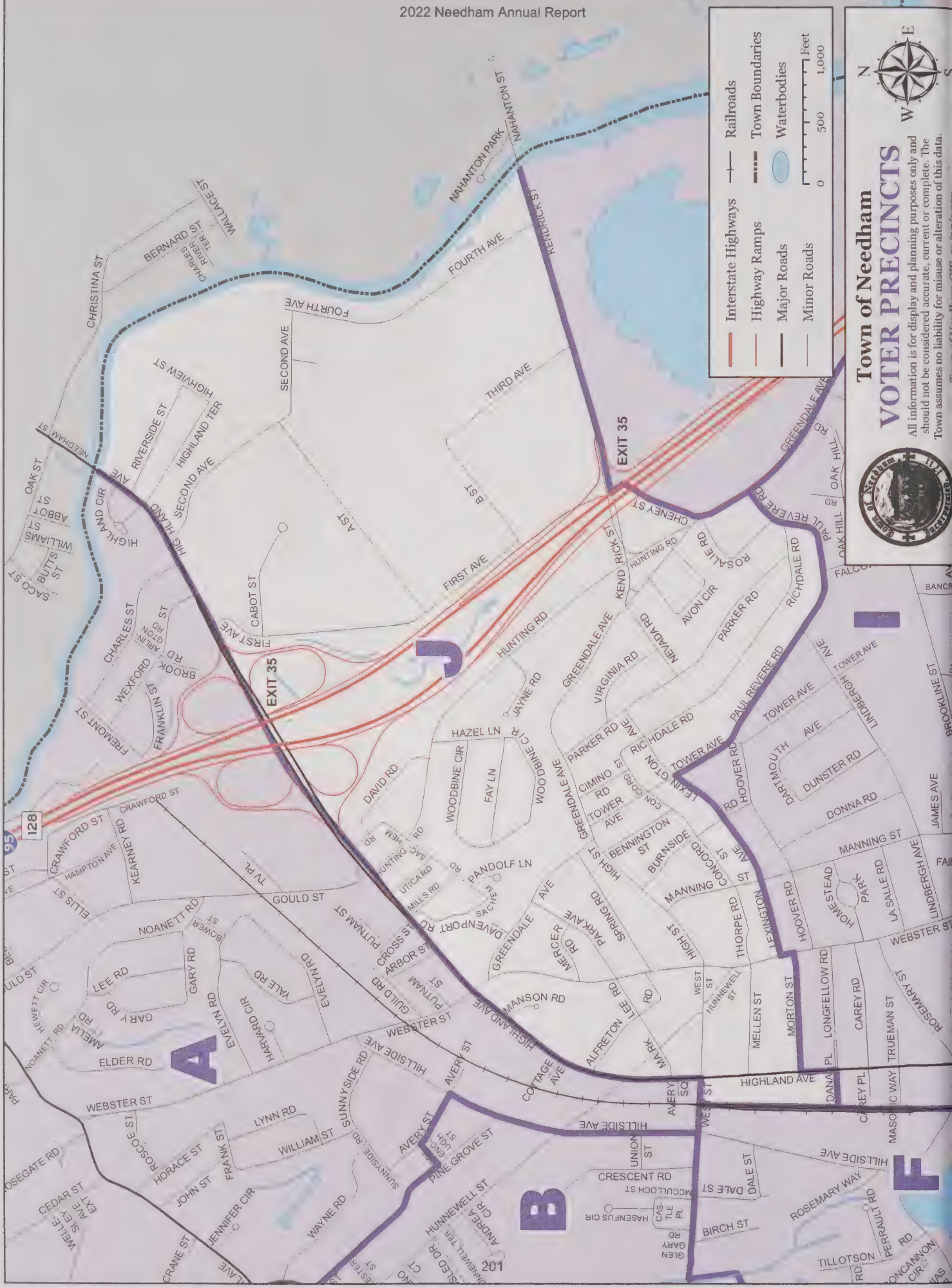
128
2022 Needham Annual Report

PRECINCT I

2023	Bonasia	James S.	174 Tower Avenue
2023	Mulno	Glenn Alan	40 Morton Street
2023	Golden	Joel S.	22 Edwardel Road
2023	Pingitore	Peter J.	146 Hillcrest Road
2023	Mollerus	Kristin L.	139 Brookline Street
2023	Ecsedy	Claire Dee	20 Holland Terrace
2023	Kent	William Christophe	8 James Avenue
2023	Supple	David Paul	58 Helen Road
2024	Cherbuliez	Lisa	17 Lindbergh Avenue
2024	Weinstock	Rachel Ann	30 Homestead Park
2024	Young	Rebecca A.	1072 Highland Avenue
2024	Kahn-Boesel	Jill C.	44 Brookline Street
2024	Escalante	David J.	103 Woodledge Road
2024	Murphy	Lorraine M.	59 Beaufort Avenue
2024	Weinstein	Anne W.	3 Carey Road
2024	Matthews	Joseph S.	31 Rosemary Street
2025	Sockol	Lois F.	611 Greendale Avenue
2025	Mertz	Catherine W.	67 Rybury Hillway
2025	Matthews	Daniel P.	31 Rosemary Street
2025	Robey III	Paul	38 Brookline Street
2025	Mertz III	Oscar E.	67 Rybury Hillway
2025	Handel	Maurice	3 Rosemary Street
2025	Atallah	Peter D.	18 Lindbergh Avenue
2025	Crocker	Artie R.	17 Fairlawn Street


Town of Needham
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Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies
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EXIT 35
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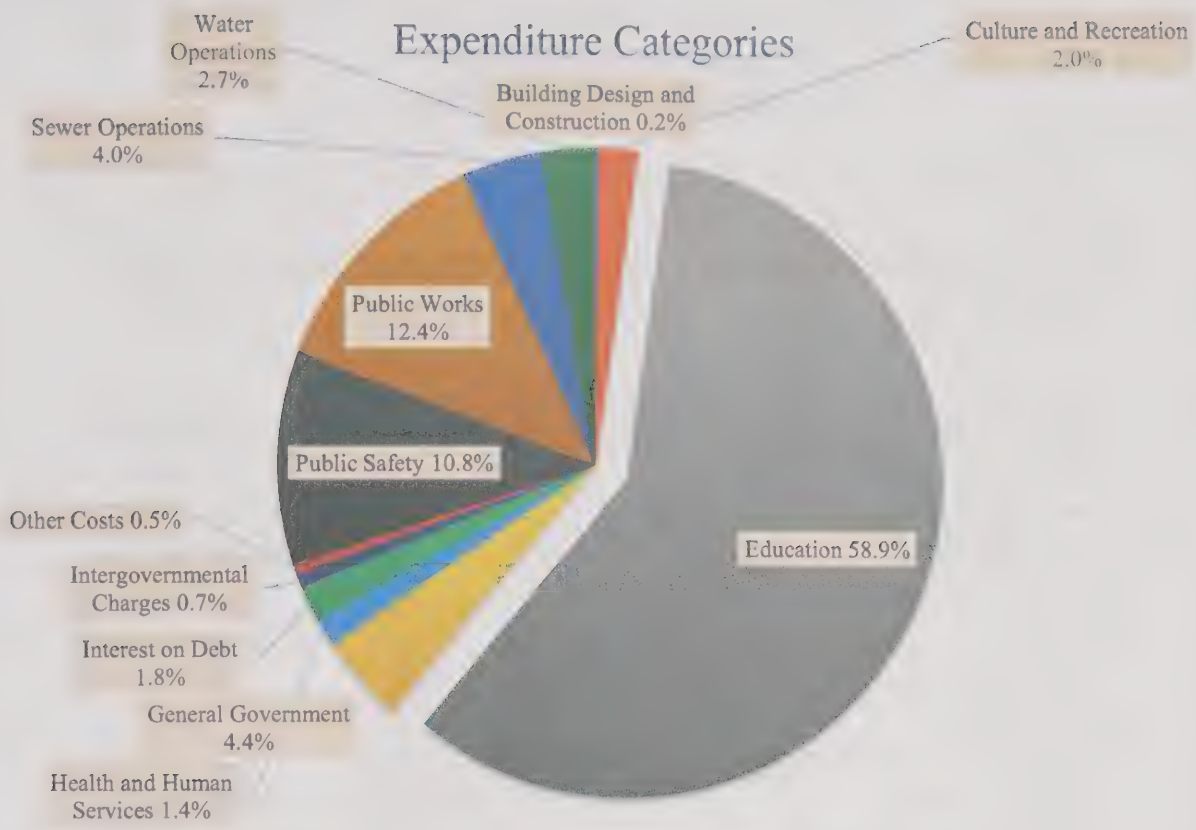
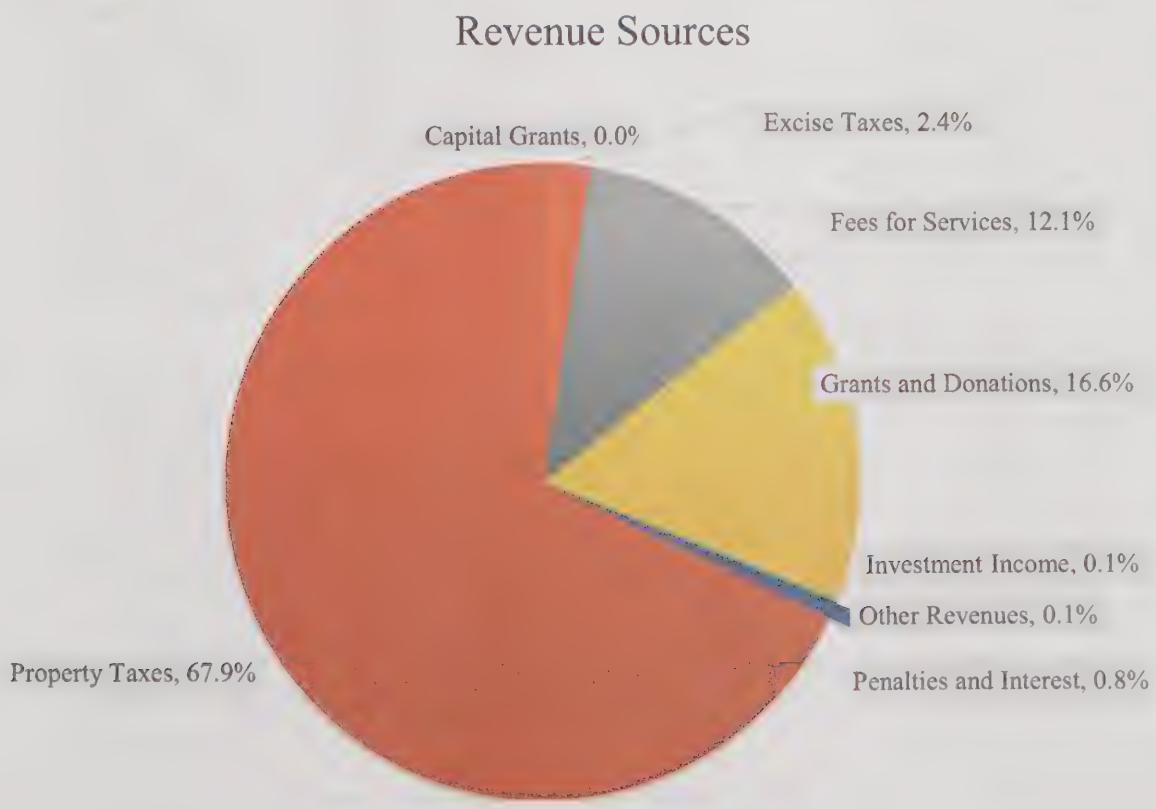
KENDRICK ST
FOURTH AVE
FOURTH AVE
SECOND AVE
THIRD AVE
FIRST AVE
FIRST AVE
CHRISTINA ST
BERNARD ST
WALLACE ST
CHARLES RIVER TER
HIGHVIEW ST
RIVERSIDE ST
HIGHLAND TER
SECOND AVE
NEEDHAM ST
OAK ST
ABBOT ST
WILLIAMS ST
BUTTS ST
SACO ST
HIGHLAND AVE
HIGHLAND CIR
CABOT ST
A ST
B ST
CHARLES ST
ARLINGTON RD
BROOK RD
WEXFORD
FRANKLIN ST
FREMONT ST
CHENEY ST
KENDRICK ST
HUNTING RD
ROSALIE RD
AVON CIR
PARKER RD
RICHDALE RD
GREENDALE AVE
VIRGINIA RD
NEVADA RD
JAYNE RD
HAZEL LN
WOODBINE CIR
FAY LN
DAVID RD
PANDOLF LN
DAVENPORT RD
CRAWFORD ST
HAMPTON AVE
KEARNEY RD
ELLIS ST
GOULD ST
TV PL
NOANETT RD
BOWER ST
LEE RD
GARY RD
YALE RD
EVELYN RD
HARVARD CIR
AMELIA RD
ELDER RD
WEBSTER ST
HILLSIDE AVE
SUNNYSIDE RD
LYNN RD
WILLIAM ST
FRANK ST
HORACE ST
JOHN ST
JENNIFER CIR
WAYNE RD
ROSCOE ST
CEDAR ST
CRANE ST
PINE GROVE ST
HUNNEWELL ST
ANDREA CIR
AVERY ST
COTTAGE AVE
MANSON RD
ALFRETON RD
MARK RD
MERCER RD
PARK AVE
SPRING RD
HIGH ST
BENNINGTON ST
BURNSIDE
CONCORD ST
MANNING ST
THORPE RD
LEXINGTON
HOOVER RD
MELLEN ST
MORTON ST
LONGFELLOW RD
CAREY RD
TRUEMAN ST
ROSEMARY ST
HOMESTEAD PARK
LA SALLE RD
LINDBERGH AVE
WEBSTER ST
HIGHLAND AVE
AVERY SQ
WEST ST
UNION ST
CRESCENT RD
MCCULLOCH ST
HASENFUS CIR
CASTLE PL
GLEN GARY RD
DALE ST
BIRCH ST
ROSEMARY WAY
PERRAULT RD
TILLOTSON RD
MASONIC WAY
DANA PL
CAREY PL
PAUL REVERE RD
OAK HILL RD
GREENDALE AVE
TOWER AVE
LINDBERGH AVE
DARTMOUTH AVE
DUNSTER RD
DONNA RD
JAMES AVE
BROOKLINE ST
FALCON
128
95

PRECINCT J

2023	Murphy	Jane B.	760 Highland Avenue #17
2023	Arrieta-Ruetenik	Georgina A.	236 Greendale Abene
2023	Soper	Lauren	32 Mark Lee Road
2023	Ruetenik	James R.	236 Greendale Avenue
2023	Soper	Wesley S.	32 Mark Lee Road
2023	Chandler	Stuart B.	123 Paul Revere Road
2023	Ragin	Henry G.	25 Bennington Street
2023	Montgomery	David P.	361 Webster Street
2024	Mullin	Donna M	131 Paul Revere Road
2024	Mathias	Michael M.	354 Webster Street
2024	Deutsch	Robert E.	14 Highview Street
2024	Kent	George F.	184 Richdale Road
2024	Whitney	Debra A.	36 Hunting Road
2024	Kaponya	Elizabeth Nicole	27 Highland Terrace
2024	McCourt	Christine S.	181 Richdale Road
2024	Urwitz	Carol I.	164 Greendale Avenue
2025	Epstein	Janice S.	75 Highland Terrace
2025	Dermody	William R.	12 Concord Street
2025	Greis	Michael J.	384 Webster Street
2025	Pollack	Barry S.	15 Pandolf Lane
2025	Dickerman	Paula E	20 Burnside Road
2025	Gore	Priya	28 Thorpe Road
2025	Lalonde	Frederica S,	38 Bennington Street
2025	Charbonnier	Holly	94 Sachem Road

Financial Reports


Expenditure Categories
Water Operations 2.7%
Building Design and Construction 0.2%
Culture and Recreation 2.0%
Sewer Operations 4.0%
Public Works 12.4%
Public Safety 10.8%
Other Costs 0.5%
Education 58.9%
Intergovernmental Charges 0.7%
Interest on Debt 1.8%
General Government 4.4%
Health and Human Services 1.4%


Revenue Sources
Capital Grants, 0.0%
Excise Taxes, 2.4%
Fees for Services, 12.1%
Grants and Donations, 16.6%
Investment Income, 0.1%
Other Revenues, 0.1%
Penalties and Interest, 0.8%
Property Taxes, 67.9%

General Fund
Balance Sheet
Year Ended June 30, 2022

	General
ASSETS	
Cash and Short-term Investments	$53,173,820
Investments	$12,359,560
Receivables:	
Property Taxes	$4,669,916
Excises	$901,181
Departmental	$1,412,396
Intergovernmental	$695,148
Other	$202,543
Total Assets	$73,414,564
LIABILITIES	
Warrants and Accounts Payable	$2,408,220
Accrued Liabilities	$5,328,081
Due to Other Governments	$0
Anticipation Notes Payable	$0
Refunds Payable	$683,964
Other Liabilities	$1,354,199
Total Liabilities	$9,774,464
Unavailable Revenue	$7,037,464
Taxes Paid in Advance	$254,277
Deferred Inflows of Resources	$7,291,741
FUND BALANCES	
Non-spendable	$0
Restricted	$733,044
Committed	$9,881,008
Assigned	$16,350,767
Unassigned	$29,383,540
Total Fund Balance	$56,348,359
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	$73,414,564

Total Governmental Funds
Combined Balance Sheet
Year Ended June 30, 2022

	General
ASSETS	
Cash and Short-term Investments	$83,073,369
Investments	$23,666,165
Receivables:	
Property Taxes	$4,700,066
Excises	$901,181
Departmental	$1,746,247
Intergovernmental	$1,269,305
Other	$202,543
Deposits	$0
Total Assets	$115,558,876
LIABILITIES	
Warrants and Accounts Payable	$3,569,822
Unearned Revenue	$2,609,048
Accrued Liabilities	$5,442,146
Due to Other Governments	$0
Taxes Collected in Advance	$0
Refunds Payable	$683,964
Anticipation Notes Payable	$0
Other Liabilities	$1,480,653
Total Liabilities	$13,785,633
Deferred Inflows of Resources	$8,227,863
FUND BALANCES	
Non-spendable	$113,326
Restricted	$41,872,065
Committed	$9,881,008
Assigned	$16,350,767
Unassigned	$25,328,214
Total Fund Balance	$93,545,380
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	$115,558,876

Total Governmental Funds
Statement of Revenues, Expenses and Changes in Fund Balances
Year Ended June 30, 2022

Revenues	
Property Taxes	$173,338,695
Excise Taxes	$5,837,070
Penalties, Interest and Other Taxes	$2,084,530
Charges for Services	$9,870,757
Departmental	$1,236,064
Licenses and Permits	$2,771,497
Intergovernmental	$59,358,036
Investment Income	$106,240
Fines and Forfeitures	$102,347
Contributions	$348,106
Other	$363,913
Total Revenues	$255,417,255
Expenditures	
General Government	$8,831,537
Public Safety	$24,988,063
Education	$146,225,802
Public Works	$26,259,286
Building Design & Construction	$336,197
Health and Human Services	$3,322,652
Culture and Recreation	$4,286,107
Employee Benefits	$897,640
Other Current Expenditures	$715,777
Capital Outlay	$19,827,669
Debt Service	$18,152,497
Intergovernmental	$1,572,207
Total Expenditures	$255,415,434
Revenues to Expenditures	$1,821
Other Financing Sources and Uses	
Issuance of Bonds & Refunded Debt	$9,970,000
Bond Premium	$734,564
Transfers In	$20,436,671
Refunding Escrow	$0
Transfers Out	($19,892,624)
Total Other Financing Sources and Uses	$11,248,611
Net Change in Fund Balances	$11,250,432
Fund Balances at Beginning of Year	$82,294,948
Fund Balances at End of Year	$93,545,380

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2022

	Sewer	Water
ASSETS		
Current Assets:		
Cash and Short-term Investments	$4,916,593	$8,696,483
Receivables	$3,425,574	$3,278,541
Intergovernmental	$0	$0
Other Current Assets	$0	$0
Total Current Assets	$8,342,167	$11,975,024
Noncurrent Assets:		
Land and Construction in Progress	$2,677,371	$741,982
Other Capital Assets, Net of Accumulated Depreciation	$21,998,518	$30,594,699
Total Noncurrent Assets	$24,675,889	$31,336,681
Total Assets	$33,018,056	$43,311,705
Deferred Outflows	$444,137	$265,706
Total Assets and Deferred Outflows	$33,462,193	$43,577,411
LIABILITIES		
Current Liabilities:		
Accounts Payable	$53,155	$115,213
Accrued Payroll	$0	$0
Accrued Liabilities	$35,251	$36,005
Retainage Payable	$0	$0
Refunds Payable	$151,771	$21,736
Notes Payable	$0	$0
Other Liabilities	$0	$0
Current Portion of Long-term Liabilities:		
Bonds Payable	$520,117	$598,974
Compensated Absences	$152,791	$117,000
Total Current Liabilities	$913,085	$888,928

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2022

	Sewer	Water
Noncurrent Liabilities		
Net Pension Liability	$662,970	$1,024,590
Net OPEB Liability	$793,129	$693,704
Bonds Payable, Net of Current Portion	$3,661,256	$3,578,403
Total Noncurrent Liabilities	$5,117,355	$5,296,697
Total Liabilities	$6,030,440	$6,185,625
Deferred Inflows	$622,763	$905,511
	$6,653,203	$7,091,136
NET POSITION		
Invested in Capital Assets, Net of Related Debt	$20,396,932	$27,159,305
Unrestricted	$6,412,058	$9,326,970
Total Net Assets	$26,808,990	$36,486,275
Total Assets and Deferred Outflows	$33,462,193	$43,577,411

Enterprise Funds
Statement of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2022

	Sewer	Water
Operating Revenues		
Charges for Services	$8,869,263	$7,491,165
Other Current Assets	$0	$0
Total Operating Revenue	$8,869,263	$7,491,165
Operating Expenses		
Personnel Services	$834,784	$1,680,988
Non-Personnel Services	$351,766	$1,083,053
Depreciation	$974,587	$1,444,720
Intergovernmental Assets	$6,614,690	$1,670,433
Total Operating Expenses	$8,775,827	$5,879,194
Operating Income (Loss)	$93,436	$1,611,971
Non-operating Revenues and Expenses		
Intergovernmental Revenue	$0	$0
Investment Income	$8,442	$14,172
Other Revenue	$5,000	
Interest Expense	($80,876)	($96,049)
Net Non-operating Revenue/Expense	($67,434)	($81,877)
Income (Loss) Before Transfers	$26,002	$1,530,094
Capital Contribution	$0	$0
Transfers In	$526,368	$0
Transfers Out	($507,526)	($899,889)
Net Transfers	$18,842	($899,889)
Change in Net Position	$44,844	$630,205
Net Position at Beginning of Year	$26,764,146	$35,856,070
Net Position at End of Year	$26,808,990	$36,486,275

Enterprise Funds
Statement of Cash Flows
Year Ended June 30, 2022

	Sewer	Water
Operating Activities		
Receipts from Customers and Users	$8,202,667	$6,354,578
Employer Contributions	$0	$0
Payment of Utility Assessments	($6,614,690)	($1,670,433)
Payments to Vendors and Contractors	($377,654)	($1,052,208)
Payment of Employee Salaries, Benefits, and Related Activities	($948,021)	($1,235,463)
Net Cash Operating Activities	$262,302	$2,396,474
Noncapital Financing Activities		
Operating Grants Received	$0	$0
Transfers from Other Funds	$526,368	$0
Transfers to Other Funds	($507,526)	($899,889)
Net Cash Noncapital Financing Activities	$18,842	($899,889)
Capital Financing Activities		
Acquisition and Construction of Capital Assets	($51,969)	($461,171)
Non Operating Revenue	$0	$0
Proceeds from Notes	$0	$0
Proceeds from Bonds	$0	$0
Principal Payments on Loans	($364,815)	($601,450)
Paydowns of Notes	$0	$0
Capital Contribution	$0	$0
Interest Expense	($80,876)	($96,049)
Net Cash Capital Financing Activities	($497,660)	($1,158,670)

Enterprise Funds
Statement of Cash Flows
Year Ended June 30, 2022

	Sewer	Water
Investment Activities		
Investment Income	$8,442	$14,172
Net Cash Investment Activities	$8,442	$14,172
Net Change in Cash	($208,074)	$352,087
Cash and Investments Beginning of Year	$5,124,668	$8,344,399
Cash and Investments End of Year	$4,916,594	$8,696,486

Enterprise Funds
Reconciliation of Operating Income to Net Cash Provided by Operating Activities
Year Ended June 30, 2022

	Sewer	Water
Operating Income	$93,436	$1,611,971
Adjustments		
Depreciation	$974,587	$1,444,720
Changes in Assets, Liabilities and Deferred Flows		
User Fees	($683,272)	($1,136,550)
Deferred Outflows	($70,157)	$124,654
Accounts Payable	($25,889)	$30,845
Accrued Liabilities	$3,195	($6,450)
Refunds Payable	$16,676	($36)
Compensated Absences	($9,072)	($28,376)
Net Pension Liability	($415,008)	($641,376)
Net OPEB Liability	$109,527	$457,111
Deferred Inflows	$268,278	$539,962
	$0	$0
Net Cash Provided by Operating Activities	$262,301	$2,396,475

Trust Funds
Year Ended June 30, 2022

Fund	June 30, 2021 Balance	Posted Capital Gains/Losses	Revenue	Expenses & Adjustments	June 30, 2022 Balance
Adrienne Garrido Memorial Scholarship	$33,106.65	$7,248.20	$964.96	($2,500.00)	$38,819.81
Anita M. Reinke Memorial Scholarship	$13,003.20	$2,698.04	$376.49	($500.00)	$15,577.73
Arthur and Cecilia Bailey Scholarship	$58,228.00	$12,091.29	$1,686.08	($2,300.00)	$69,705.37
C. J. Cullen III Memorial Scholarship	$51,611.15	$10,095.94	$1,483.92	($2,000.00)	$61,191.01
Centennial Football Scholarship	$638.05	$221.49	$14.27	($638.05)	$235.76
Charles and Bernice Siegel Memorial Fund	$269,617.25	$55,829.39	$7,804.45	($10,750.00)	$322,501.09
Chloe Malast Memorial Scholarship	$19,374.21	$4,017.72	$586.13	($750.00)	$23,228.06
Class of 1979 Scholarship	$58.84			($58.84)	
Class of 1980 Scholarship	$6,793.80	$1,427.06	$2,208.74	($1,000.00)	$9,429.60
Dana F. Burke Scholarship	$4,980.06	$1,128.60	$145.80	($200.00)	$6,054.46
De Fazio Family Memorial Scholarship	$18,524.62	$3,506.26	$5,589.45	($700.00)	$26,920.33
Derwood Newman Memorial	$40,925.92	$8,005.73	$1,176.72		$50,108.37
Dr. Lee Allan Memorial	$4,470.30	$874.46	$128.54		$5,473.30
Dwight School (Pollard School)	$62,501.78	$12,226.32	$1,797.05		$76,525.15
Edith Wildman Fund	$638,441.93	$132,578.67	$18,486.96	($25,500.00)	$764,007.56
Edward J. Stewart 13 Club Scholarship	$128.18			($128.18)	
Elizabeth Handley	$49,680.75	$10,317.41	$1,438.60	($2,000.00)	$59,436.76
Elizabeth May Music Trust	$259,766.14	$50,814.26	$7,468.84		$318,049.24
Frederick Barstow Scholarship	$285,845.46	$61,474.34	$8,312.91	($9,000.00)	$346,632.71
Frederick Harris Scholarship	$35,996.89	$7,659.16	$1,045.44	($4,000.00)	$40,701.49
George F. Skinner	$1,598.36	$683.22	$52.25	($1,200.00)	$1,133.83
George Morse Memorial Scholarship	$290,284.59	$58,698.76	$8,378.77	($6,200.00)	$351,162.12
High School Sports Endowment	$47,529.66	$9,297.54	$1,366.58		$58,193.78
Igor Guralnik & Keith Flueckiger	$24.08	$8.32	$0.14	($32.54)	
Joan W. Swartz Memorial Scholarship	$97.50			($97.50)	
John Akers	$356,377.94	$72,801.11	$10,298.98	($3,000.00)	$436,478.03
John C. Wood (High School Library)	$19,905.45	$4,108.04	$575.94	($711.83)	$23,877.60
Joseph Paulini Scholarship	$4,625.30	$904.78	$133.01		$5,663.09
Kyle Shapiro Scholarship	$8.23	$2.84	$0.04	($11.11)	
Leo F. Richards Jr. Scholarship	$8.28			($8.28)	
Linda Barnes Scholarship	$307.40	$106.29	$1.74	($415.43)	
Lizzie and Reuben Grossman Scholarship	$119.75	$23.42	$1,503.46	($1,500.00)	$146.63
Mark Oberle Memorial Scholarship	$16,488.98	$3,418.51	$477.38	($650.00)	$19,734.87
Mark R., Beane Memorial Scholarship	$46,598.52	$9,671.24	$3,149.23	($1,800.00)	$57,618.99
Martin Luther King Scholarship	$7,974.60	$1,201.91	$2,830.16	($300.00)	$11,706.67
Minot Mac Donald (Carter School Library)	$14,630.21	$2,861.90	$420.65		$17,912.76
Miriam Kronish Excellence in Educ	$46,492.38	$9,094.62	$1,336.74		$56,923.74
Miriam Kronish Scholarship	$5,213.52	$1,240.26	$144.84	($1,700.00)	$4,898.62
Nate Tavalone Scholarship	$10,698.35	$2,084.10	$738.34	($425.00)	$13,095.79
New Century Club Scholarship	$16,522.82	$3,431.30	$478.45	($645.00)	$19,787.57
Nina Pansuk Scholarship	$187,219.20	$32,052.59	$5,305.44	($5,000.00)	$219,577.23
Peter Eloranta Chemistry Award Scholarship	$17,872.26	$3,696.82	$517.26	($650.00)	$21,436.34
Peter Eloranta Scholarship	$121,131.35	$25,103.46	$3,511.95	($4,390.00)	$145,356.76
Rebecca H. Perry Memorial Scholarship	$344,884.52	$69,935.20	$9,958.07	($13,800.00)	$410,977.79
Richard Jensen, Sr. Memorial Scholarship	$4,405.14	$861.71	$126.67		$5,393.52
Richard Tod Greenleaf III Memorial	$361.42	$379.51	$15.63	($371.39)	$385.17
Robert and Elizabeth Gardner Scholarship	$213,553.68	$40,832.56	$52,626.36	($20,000.00)	$287,012.60
Robert Burke Fitzgerald	$137,109.69	$28,472.89	$3,970.22	($5,450.00)	$164,102.80
Ruth Ann B. Simmons MD Memorial Scholarship	$14,372.98	$3,274.79	$421.10	($1,500.00)	$16,568.87
Scott Marino Memorial Scholarship	$6,698.07	$1,619.05	$197.81	($1,000.00)	$7,514.93
Stacy Neilson Memorial Fund (Soccer Team)	$26,717.46	$5,383.62	$1,779.81	($1,000.00)	$32,880.89
Superintendent Impact Fund			$5,008.15	($710.73)	$4,297.42
Timothy P. Flanagan Memorial Scholarship	$1,470.48	$442.05	$44.88	($1,400.74)	$556.67
Willaim L. Sweet Scholarship	$1,020,974.78	$213,730.64	$29,592.81	($45,375.00)	$1,218,923.23
William G. Moseley Scholarship	$29,259.36	$6,011.91	$846.15	($1,100.00)	$35,017.42

Trust Funds
Year Ended June 30, 2022

Fund	June 30, 2021 Balance	Posted Capital Gains/Losses	Revenue	Expenses & Adjustments	June 30, 2022 Balance
William T. Burke Memorial Scholarship	$275.09	$53.50	$7.91		$336.50
Subtotal School	$4,865,504.58	$993,702.80	$206,532.27	($182,469.62)	$5,883,270.03
Ann MacFate Visually Impaired Fund			$16,405.05	($2,447.18)	$13,957.87
Arthur W. & Barbara S. Hatch Fund	$367,431.41	$74,695.62	$10,511.61	($7,244.76)	$445,393.88
Bosworth Library Trust Fund	$10,672.83	$2,087.76	$306.87		$13,067.46
Charles Fredic Clifford Henderson Library 10% Trust	$191,685.73	$37,496.69	$5,511.37		$234,693.79
Cora Proctor Thurston Fund	$17,405.21	$3,404.72	$500.43		$21,310.36
Harold Street Trust	$35,514.97	$6,947.29	$1,021.12		$43,483.38
Helen DE M. Dunn Library Trust Fund	$1,273.71	$249.17	$36.63		$1,559.51
Karl L. Nutter Library Trust Fund	$3,452.36	$675.34	$99.25		$4,226.95
Kathleen F and Dr Thomas H Weller Trust Fund	$9,179.21	$1,912.27	$259.00	($783.98)	$10,566.50
Laura G. Willgoose Library Trust Fund	$194,902.34	$38,192.73	$5,593.22	($2,512.43)	$236,175.86
Library Permanent Donation Fund	$123,050.87	$34,557.33	$47,877.63	($48,884.95)	$156,600.88
Lois Carley Children's Library Trust	$14,872.96	$2,909.39	$427.64	($173.77)	$18,036.22
Martha Barr Library Trust Fund	$4,939.64	$966.27	$142.02		$6,047.93
Myra S. Greenwood Library Trust Fund	$111,193.28	$21,751.12	$3,197.05		$136,141.45
Roger S. Corliss Fund	$9,340.95	$1,827.24	$268.56		$11,436.75
William Carter Fund	$50,987.97	$10,194.13	$1,465.88	($658.76)	$61,989.22
William H. Wye Library Fund	$2,521.84	$493.31	$72.52		$3,087.67
Subtotal Library	$1,148,425.28	$238,360.38	$93,695.85	($62,705.83)	$1,417,775.68
350th Needham Birthday Celebration	$8,171.10	$1,598.39	$234.93		$10,004.42
400th Needham Birthday Celebration	$5,453.03	$1,066.70	$156.78		$6,676.51
Community Revitalization Maintenance 10% Trust	$412.22	$12.43	$10,995.24	($8,800.00)	$2,619.89
Community Revitalization Trust	$1,256.39	$187.81	$12,707.39	($11,514.50)	$2,637.09
Council on Aging Permanent Donation	$221,622.62	$43,352.81	$6,372.13		$271,347.56
Domestic Violence Trust	$313,463.60	$65,245.15	$9,067.58	($1,100.00)	$386,676.33
Esther Lyford Trust	$15,557.26	$3,043.24	$447.32		$19,047.82
Green Field Improvement Association Fund	$8,545.86	$1,671.69	$245.71		$10,463.26
John B. Tolman Trust (Library/Temperance Organizatior	$172,589.87	$34,662.97	$4,977.61	($1,000.00)	$211,230.45
Mary Virginia E. Hill (Animal Welfare) Fund	$20,431.44	$3,996.71	$587.44		$25,015.59
Needham Cemetery Grand Army Lot Perpetual Care Fur	$14,029.01	$2,922.22	$375.02	($3,200.00)	$14,126.25
Needham Military Band	$160.03		$3.76	($18.11)	$145.68
Park & Recreation (Park Beautification) Fund	$20,952.05	$4,098.54	$602.42		$25,653.01
Rebecca Perry Park Trust Fund	$42,086.33	$8,232.74	$1,210.06		$51,529.13
Robert & Marcia Carleton Memorial Trust Fund	$145,966.72	$28,553.33	$4,196.85		$178,716.90
Robert & Marcia Carleton Pavilion Fund	$44,617.56	$8,727.88	$1,282.86		$54,628.30
Skate Park Trust Fund	$3,651.68	$714.31	$104.99		$4,470.98
Students Need Arts Trust Fund	$92.11	$11.47	$2.49		$106.07
Subtotal Other Funds	$1,039,058.88	$208,098.39	$53,570.58	($25,632.61)	$1,275,095.24
TOTAL	$7,052,988.74	$1,440,161.57	$353,798.70	($270,808.06)	$8,576,140.95

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
	Townwide	$63,450,696		-$1,594,712	$61,855,984	-$58,267,658.33	-$492,804.58	-$58,760,462.91	$3,095,521.09
10	Select Board and the Office of the Town Manager	$1,225,090		$7,802	$1,232,892	-$1,148,957.71	-$9,287.68	-$1,158,245.39	$74,646.61
11	Office of the Town Clerk	$427,622		$21,260	$448,882	-$415,964.37	-$11,093.00	-$427,057.37	$21,824.63
12	Legal Services	$329,140			$329,140	-$272,689.05		-$272,689.05	$56,450.95
13	Finance Department	$3,472,110		$33,627	$3,505,737	-$2,925,314.29	-$169,897.76	-$3,095,212.05	$410,52[illegible]95
14	Finance Committee	$41,082		$456	$41,538	-$40,508.27		-$40,508.27	$1,02[illegible]73
15	Planning and Community Development Department	$525,642		$3,212	$528,854	-$503,553.34	-$5,382.98	-$508,936.32	$19,91[illegible]68
16	Police Department	$7,480,435		$310,492	$7,790,927	-$6,945,075.26	-$166,582.86	-$7,111,658.12	$679,26[illegible]88
17	Fire Department	$9,399,298		$671,268	$10,070,566	-$9,949,724.67	-$47,885.44	-$9,997,610.11	$72,95[illegible].89
18	Building Department	$824,285		$15,297	$839,582	-$758,842.18		-$758,842.18	$80,739.82
19	Minuteman Regional High School Assessment	$1,230,287			$1,230,287	-$1,230,287.00		-$1,230,287.00	
20	Needham Public Schools	$83,603,397		$50,000	$83,653,397	-$80,156,527.57	-$1,451,113.87	-$81,607,641.44	$2,045,755.56
21	Building Design and Construction Department	$391,112		$1,175	$392,287	-$293,757.63	-$1,166.68	-$294,924.31	$97,362.69
22	Department of Public Works	$17,610,638		$423,314	$18,033,952	-$16,699,045.95	-$756,976.58	-$17,456,022.53	$577,929.47
23	Municipal Parking Program	$134,592			$134,592	-$96,836.22	-$34,267.10	-$131,103.32	$3,488.68
24	Health and Human Services Department	$2,353,387		$15,484	$2,368,871	-$2,225,208.89	-$14,584.20	-$2,239,793.09	$129,077.91

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
25 Commission on Disabilities	$2,050			$2,050	-$2,043.14		-$2,043.14	$6.86
26 Historical Commission	$1,050			$1,050		-$60.00	-$60.00	$990.00
27 Needham Public Library	$2,031,682		$23,594	$2,055,276	-$2,002,214.42	-$3,335.75	-$2,005,550.17	$49,725.83
28 Park and Recreation Department	$1,171,472		$17,731	$1,189,203	-$889,648.10	-$59,468.72	-$949,116.82	$240,086.18
29 Memorial Park Trustees	$750			$750				$750.00
Departments	$132,255,121		$1,594,712	$133,849,833	-$126,556,198.06	-$2,731,102.62	-$129,287,300.68	$4,562,53[illegible].32
Townwide & Departments	$195,705,817			$195,705,817	-$184,823,856.39	-$3,223,907.20	-$188,047,763.59	$7,658,05[illegible].41

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Townwide Expense Budgets									
1	Casualty, Liability, Property & Self-Insurance Program	$758,900			$758,900	-$735,094.00	-$7,500.00	-$742,594.00	$16,306.00
2	Debt Service	$20,764,142			$20,764,142	-$20,754,996.62		-$20,754,996.62	$9,145.38
3	Group Health Insurance, Employee Benefits & Administrative Costs	$16,462,059			$16,462,059	-$14,691,082.68	-$86,771.65	-$14,777,854.33	$1,684,204.67
4	Needham Electric, Light & Gas Program	$3,858,097			$3,858,097	-$3,554,713.03	-$398,532.93	-$3,953,245.96	-$95,148.96
5	Retiree Insurance & Insurance Liability Fund (OPEB)	$7,426,237			$7,426,237	-$7,426,237.00		-$7,426,237.00	
6	Retirement Assessments	$10,417,439			$10,417,439	-$10,276,804.00		-$10,276,804.00	$140,635.00
7	Workers Compensation	$828,731			$828,731	-$828,731.00		-$828,731.00	
8	Classification Performance & Settlements	$858,000		-$821,875	$36,125				$36,125.00
9	Reserve Fund	$2,077,091		-$772,837	$1,304,254				$1,304,254.00
	Total	$63,450,696		-$1,594,712	$61,855,984	-$58,267,658.33	-$492,804.58	-$58,760,462.91	$3,095,521.09

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Select Board and the Office of the Town Manager									
10A	Salary & Wages	$1,032,571		$7,802	$1,040,373	-$1,004,172.98		-$1,004,172.98	$36,200.02
10B	Expenses	$192,519			$192,519	-$144,784.73	-$9,287.68	-$154,072.41	$38,446.59
	Total	$1,225,090		$7,802	$1,232,892	-$1,148,957.71	-$9,287.68	-$1,158,245.39	$74,646.61
Office of the Town Clerk									
11A	Salary & Wages	$364,097		$15,540	$379,637	-$371,629.53		-$371,629.53	$8,007.47
11B	Expenses	$63,525		$5,720	$69,245	-$44,334.84	-$11,093.00	-$55,427.84	$13,817.16
	Total	$427,622		$21,260	$448,882	-$415,964.37	-$11,093.00	-$427,057.37	$21,824.63
Legal Services									
12A	Salary & Wages								
12B	Expenses	$329,140			$329,140	-$272,689.05		-$272,689.05	$56,450.95
	Total	$329,140			$329,140	-$272,689.05		-$272,689.05	$56,450.95
Finance Department									
13A	Salary & Wages	$2,147,570		$33,627	$2,181,197	-$1,904,969.00		-$1,904,969.00	$276,228.00
13B	Expenses	$1,324,540			$1,324,540	-$1,020,345.29	-$169,897.76	-$1,190,243.05	$134,296.95
	Other								
	Total	$3,472,110		$33,627	$3,505,737	-$2,925,314.29	-$169,897.76	-$3,095,212.05	$410,524.95
Finance Committee									
14A	Salary & Wages	$39,682		$456	$40,138	-$40,138.27		-$40,138.27	-$0.27
14B	Expenses	$1,400			$1,400	-$370.00		-$370.00	$1,030.00
	Total	$41,082		$456	$41,538	-$40,508.27		-$40,508.27	$1,029.73
Planning and Community Development Department									
15A	Salary & Wages	$491,192		$3,212	$494,404	-$493,083.71		-$493,083.71	$1,320.29
15B	Expenses	$34,450			$34,450	-$10,469.63	-$5,382.98	-$15,852.61	$18,597.39
	Total	$525,642		$3,212	$528,854	-$503,553.34	-$5,382.98	-$508,936.32	$19,917.68

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Police Department									
16A	Salary & Wages	$6,952,629		$310,492	$7,263,121	-$6,636,200.26		-$6,636,200.26	$626,920.74
16B	Expenses	$414,650			$414,650	-$308,875.00	-$64,726.05	-$373,601.05	$41,048.95
16C	Capital	$113,156			$113,156		-$101,856.81	-$101,856.81	$11,299.19
	Total	$7,480,435		$310,492	$7,790,927	-$6,945,075.26	-$166,582.86	-$7,111,658.12	$679,268.88
Fire Department									
17A	Salary & Wages	$8,965,335		$671,268	$9,636,603	-$9,614,854.58		-$9,614,854.58	$21,748.42
17B	Expenses	$401,179			$401,179	-$318,468.09	-$38,779.44	-$357,247.53	$43,931.47
17C	Capital	$32,784			$32,784	-$16,402.00	-$9,106.00	-$25,508.00	$7,276.00
	Total	$9,399,298		$671,268	$10,070,566	-$9,949,724.67	-$47,885.44	-$9,997,610.11	$72,955.89
Building Department									
18A	Salary & Wages	$773,245		$15,297	$788,542	-$733,766.01		-$733,766.01	$54,775.99
18B	Expenses	$51,040			$51,040	-$25,076.17		-$25,076.17	$25,963.83
	Total	$824,285		$15,297	$839,582	-$758,842.18		-$758,842.18	$80,739.82
Minuteman Regional High School Assessment									
19	Assessment	$1,230,287			$1,230,287	-$1,230,287.00		-$1,230,287.00	
	Total	$1,230,287			$1,230,287	-$1,230,287.00		-$1,230,287.00	
Needham Public Schools									
20	Needham Public School Budget	$83,603,397		$50,000	$83,653,397	-$80,156,527.57	-$1,451,113.87	-$81,607,641.44	$2,045,755.56
	Total	$83,603,397		$50,000	$83,653,397	-$80,156,527.57	-$1,451,113.87	-$81,607,641.44	$2,045,755.56
Building Design and Construction Department									
21A	Salary & Wages	$375,937		$1,175	$377,112	-$289,201.28		-$289,201.28	$87,910.72
21B	Expenses	$15,175			$15,175	-$4,556.35	-$1,166.68	-$5,723.03	$9,451.97
	Total	$391,112		$1,175	$392,287	-$293,757.63	-$1,166.68	-$294,924.31	$97,362.69

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Department of Public Works									
22A	Salary & Wages	$9,651,898		$88,197	$9,740,095	-$9,419,198.81		-$9,419,198.81	$320,896.19
22B	Expenses	$7,351,890			$7,351,890	-$6,521,985.43	-$617,084.66	-$7,139,070.09	$212,819.91
22C	Capital	$178,000			$178,000	-$30,834.10	-$139,891.92	-$170,726.02	$7,273.98
22D	Snow and Ice	$428,850		$335,117	$763,967	-$727,027.61		-$727,027.61	$36,939.39
	Total	$17,610,638		$423,314	$18,033,952	-$16,699,045.95	-$756,976.58	-$17,456,022.53	$577,929.47
Municipal Parking Program									
23	Other	$134,592			$134,592	-$96,836.22	-$34,267.10	-$131,103.32	$3,488.68
	Total	$134,592			$134,592	-$96,836.22	-$34,267.10	-$131,103.32	$3,488.68
Health and Human Services Department									
24A	Salary & Wages	$1,930,899		$15,484	$1,946,383	-$1,864,780.20		-$1,864,780.20	$81,603.80
24B	Expenses	$422,488			$422,488	-$360,428.69	-$14,584.20	-$375,012.89	$47,475.11
	Total	$2,353,387		$15,484	$2,368,871	-$2,225,208.89	-$14,584.20	-$2,239,793.09	$129,078.91
Commission on Disabilities									
25A	Salary & Wages	$1,500			$1,500	-$1,500.00		-$1,500.00	
25B	Expenses	$550			$550	-$543.14		-$543.14	$6.86
	Total	$2,050			$2,050	-$2,043.14		-$2,043.14	$6.86
Historical Commission									
26A	Salary & Wages								
26B	Expenses	$1,050			$1,050		-$60.00	-$60.00	$990.00
	Total	$1,050			$1,050		-$60.00	-$60.00	$990.00
Needham Public Library									
27A	Salary & Wages	$1,657,051		$23,594	$1,680,645	-$1,632,992.31		-$1,632,992.31	$47,652.69
27B	Expenses	$374,631			$374,631	-$369,222.11	-$3,335.75	-$372,557.86	$2,073.14
	Total	$2,031,682		$23,594	$2,055,276	-$2,002,214.42	-$3,335.75	-$2,005,550.17	$49,725.83

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Park and Recreation Department									
28A	Salary & Wages	$949,272		$17,731	$967,003	-$742,718.33		-$742,718.33	$224,284.67
28B	Expenses	$222,200			$222,200	-$146,929.77	-$59,468.72	-$206,398.49	$15,801.51
	Total	$1,171,472		$17,731	$1,189,203	-$889,648.10	-$59,468.72	-$949,116.82	$240,086.18
Memorial Park Trustees									
29A	Salary & Wages								$750.00
29B	Expenses	$750			$750				$750.00
	Total	$750			$750				
	Department Budget Total	$132,255,121		$1,594,712	$133,849,833	-$126,556,198.06	-$2,731,102.62	-$129,287,300.68	$4,562,532.32
	Total Operating Budget	$195,705,817			$195,705,817	-$184,823,856.39	-$3,223,907.20	-$188,047,763.59	$7,658,053.41

Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
201A	Salary & Wages	$1,029,212	$12,521		$1,041,733	-$887,688.13		-$887,688.13	$154,044.87
201B	Expenses	$513,076			$513,076	-$345,977.49	-$91,237.44	-$437,214.93	$75,861.07
201C	Capital	$51,000			$51,000		-$44,600.00	-$44,600.00	$6,400.00
201D	MWRA Assessment	$6,662,310	-$47,620		$6,614,690	-$6,614,690.00		-$6,614,690.00	
201E	Debt Service	$610,000			$610,000	-$603,692.88		-$603,692.88	$6,307.12
202	Reserve Fund	$35,000			$35,000				$35,000.00
	Total Operating Budget	$8,900,598	-$35,099		$8,835,757	-$8,452,048.50	-$135,837.44	-$8,587,885.94	$277,613.06

Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
301A	Salary & Wages	$1,413,248	$44,161		$1,457,409	-$1,229,012.89		-$1,229,012.89	$228,396.11
301B	Expenses	$1,294,764			$1,294,764	-$1,002,905.97	-$123,158.59	-$1,126,064.56	$168,699.44
301C	Capital	$40,000			$40,000	-$28,715.00		-$28,715.00	$11,285.00
301D	MWRA Assessment	$1,677,742	-$7,309		$1,670,433	-$1,670,433.00		-$1,670,433.00	
301E	Debt Service	$1,250,000			$1,250,000	-$849,217.98		-$849,217.98	$400,782.02
302	Reserve Fund	$75,000			$75,000				$75,000.00
	Total Operating Budget	$5,750,754	$36,852		$5,787,606	-$4,780,284.84	-$123,158.59	-$4,903,443.43	$884,162.57

Community Preservation Act
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2022

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Administrative Budget	$82,000			$82,000	-$12,635.46	-$1,169.37	-$13,804.83	$68,195.17
Total Operating Budget	$82,000			$82,000	-$12,635.46	-$1,169.37	-$13,804.83	$68,195.17

TAX RATE RECAPITULATION

Fiscal Year 2022

I. TAX RATE SUMMARY

Ia.	Total amount to be raised (from page 2, IIe)	$ 230,433,
Ib.	Total estimated receipts and other revenue sources (from page 2, IIIe)	59,599,
Ic.	Tax Levy (Ia minus Ib)	$ 170,833,
Id.	Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by clas (d) x (e) / 100
Residential	76.7859	131,176,346.90	9,811,162,018.00	13.37	131,175,2
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	
Commercial	15.3218	26,174,828.35	990,367,136.00	26.43	26,175,4
Net of Exempt					
Industrial	1.8744	3,202,110.60	121,163,350.00	26.43	3,202,3
SUBTOTAL	*93.9821*		*10,922,692,504.00*		*160,552,9*
Personal	6.0179	10,280,613.21	388,986,460.00	26.43	10,280,9
TOTAL	*100.0000*		*11,311,678,964.00*		*170,833,8*

MUST EQU

Assessors

Barry S. Pollack, Assessor , Needham , cdavis@needhamma.gov 781-455-7500 | 12/2/2021 2:11 PM

Comment:

Arthur Tzouros, Assessor , Needham , cdavis@needhamma.gov 781-455-7500 | 12/2/2021 8:33 AM

Comment:

Stanley Winston, Assessor , Needham , cdavis@needhamma.gov 781-455-7500 | 12/2/2021 7:59 AM

Comment:

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Amy Handfield
Date: 12/13/2021
Approved: Andrew Nelson
Director of Accounts: Deborah A. Wagner

NOTE : The information was Approved on 12/13/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

Deborah A. Wagner

NOTE : The information was Approved on 12/13/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

II. Amounts to be raised		
IIa. Appropriations (col.(b) through col.(g) from page 4)		***225,645,369.84***
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	***12,500.00***	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Retained Earnings Deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	49,583.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	***591,367.00***	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL IIb (Total lines 1 through 10)		***653,450.00***
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,581,893.00
IId. Allowance for abatements and exemptions (overlay)		2,553,011.06
IIe. Total amount to be raised (Total IIa through IId)		***230,433,723.90***
III. Estimated receipts and other revenue sources		
IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	13,266,683.00	
2. Massachusetts school building authority payments	695,148.00	
TOTAL IIIa		***13,961,831.00***
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	***10,375,000.00***	
2. Offset Receipts (Schedule A-1)	***0.00***	
3. Enterprise Funds (Schedule A-2)	***16,888,045.66***	
4. Community Preservation Funds (See Schedule A-4)	***5,523,522.00***	
TOTAL IIIb		***32,786,567.66***
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	***11,526,630.28***	
2. Other available funds (page 4, col (d))	***1,324,795.90***	
TOTAL IIIc		***12,851,426.18***
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2021	0.00	
1b. Free cash..appropriated on or after July 1, 2021	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		***0.00***
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		***59,599,824.84***
IV. Summary of total amount to be raised and total receipts from all sources		
a. Total amount to be raised (from IIe)		***230,433,723.90***
b. Total estimated receipts and other revenue sources (from IIIe)	***59,599,824.84***	
c. Total real and personal property tax levy (from Ic)	***170,833,899.06***	
d. Total receipts from all sources (total IVb plus IVc)		***230,433,723.90***

NOTE : The information was Approved on 12/13/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

Receipt Type Description	(a) Actual Receipts Fiscal 2021	(b) Estimated Receipts Fiscal 2022
MOTOR VEHICLE EXCISE	5,129,305.69	4,000,000.00
OTHER EXCISE		
a.Meals	329,495.04	250,000.00
b.Room	313,986.07	250,000.00
c.Other	0.00	0.00
d.Cannabis	0.00	0.00
PENALTIES AND INTEREST ON TAXES AND EXCISES	499,342.88	270,000.00
PAYMENTS IN LIEU OF TAXES	139,203.67	110,000.00
CHARGES FOR SERVICES - WATER	0.00	0.00
CHARGES FOR SERVICES - SEWER	0.00	0.00
CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
CHARGES FOR SERVICES - SOLID WASTE FEES	1,448,569.51	950,000.00
OTHER CHARGES FOR SERVICES	2,435,241.80	1,825,000.00
. FEES	142,090.58	110,000.00
a.Cannabis Impact Fee	263,487.84	210,000.00
b.Community Impact Fee Short Term Rentals	0.00	0.00
. RENTALS	265,618.61	160,000.00
. DEPARTMENTAL REVENUE - SCHOOLS	8,507.00	0.00
. DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
. DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
. DEPARTMENTAL REVENUE - RECREATION	196,578.00	70,000.00
. OTHER DEPARTMENTAL REVENUE	461,491.02	370,000.00
. LICENSES AND PERMITS	2,068,298.60	1,650,000.00
. SPECIAL ASSESSMENTS	363.10	0.00
. FINES AND FORFEITS	60,973.82	0.00
. INVESTMENT INCOME	228,969.42	150,000.00
. MEDICAID REIMBURSEMENT	2,318.83	0.00
. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	3,281.65	0.00
. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	592,701.41	0.00
Totals	***14,589,824.54***	***10,375,000.00***

g Officer

certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete,
ther certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation
the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made
sources from which such appropriations are to be met.

lle T. Vaillancourt, Town Accountant , Needham , mvaillancourt@needhamma.gov 781-455-7500 | 12/7/2021 1:33 PM

ıent:

include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise
Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases /
s of estimated receipts to actual receipts.
ten documentation should be submitted to support increases/ decreases of FY 2022 estimated receipts to FY 2021 estimated receipts to be used in
g the Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 12/13/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

II. Amounts to be raised		
IIa. Appropriations (col.(b) through col.(g) from page 4)		***225,645,369.84***
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	***12,500.00***	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Retained Earnings Deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	49,583.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	***591,367.00***	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL IIb (Total lines 1 through 10)		***653,450.00***
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,581,893.00
IId. Allowance for abatements and exemptions (overlay)		2,553,011.06
IIe. Total amount to be raised (Total IIa through IId)		***230,433,723.90***
III. Estimated receipts and other revenue sources		
IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	13,266,683.00	
2. Massachusetts school building authority payments	695,148.00	
TOTAL IIIa		***13,961,831.00***
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	***10,375,000.00***	
2. Offset Receipts (Schedule A-1)	***0.00***	
3. Enterprise Funds (Schedule A-2)	***16,888,045.66***	
4. Community Preservation Funds (See Schedule A-4)	***5,523,522.00***	
TOTAL IIIb		***32,786,567.66***
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	***11,526,630.28***	
2. Other available funds (page 4, col (d))	***1,324,795.90***	
TOTAL IIIc		***12,851,426.18***
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2021	0.00	
1b. Free cash..appropriated on or after July 1, 2021	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		***0.00***
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		***59,599,824.84***
IV. Summary of total amount to be raised and total receipts from all sources		
a. Total amount to be raised (from IIe)		***230,433,723.90***
b. Total estimated receipts and other revenue sources (from IIIe)	***59,599,824.84***	
c. Total real and personal property tax levy (from Ic)	***170,833,899.06***	
d. Total receipts from all sources (total IVb plus IVc)		***230,433,723.90***

NOTE : The information was Approved on 12/13/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2021	(b) Estimated Receipts Fiscal 2022
.	MOTOR VEHICLE EXCISE	5,129,305.69	4,000,000.00
.	OTHER EXCISE		
	a.Meals	329,495.04	250,000.00
	b.Room	313,986.07	250,000.00
	c.Other	0.00	0.00
	d.Cannabis	0.00	0.00
3.	PENALTIES AND INTEREST ON TAXES AND EXCISES	499,342.88	270,000.00
4.	PAYMENTS IN LIEU OF TAXES	139,203.67	110,000.00
5.	CHARGES FOR SERVICES - WATER	0.00	0.00
6.	CHARGES FOR SERVICES - SEWER	0.00	0.00
7.	CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8.	CHARGES FOR SERVICES - SOLID WASTE FEES	1,448,569.51	950,000.00
9.	OTHER CHARGES FOR SERVICES	2,435,241.80	1,825,000.00
10.	FEES	142,090.58	110,000.00
	a.Cannabis Impact Fee	263,487.84	210,000.00
	b.Community Impact Fee Short Term Rentals	0.00	0.00
11.	RENTALS	265,618.61	160,000.00
12.	DEPARTMENTAL REVENUE - SCHOOLS	8,507.00	0.00
13.	DEPARTMENTAL REVENUE - LIBRARIES	0.00	0.00
14.	DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
15.	DEPARTMENTAL REVENUE - RECREATION	196,578.00	70,000.00
16.	OTHER DEPARTMENTAL REVENUE	461,491.02	370,000.00
17.	LICENSES AND PERMITS	2,068,298.60	1,650,000.00
18.	SPECIAL ASSESSMENTS	363.10	0.00
19.	FINES AND FORFEITS	60,973.82	0.00
20.	INVESTMENT INCOME	228,969.42	150,000.00
21.	MEDICAID REIMBURSEMENT	2,318.83	0.00
22.	MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	3,281.65	0.00
23.	MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	592,701.41	0.00
24.	**Totals**	***14,589,824.54***	***10,375,000.00***

ıting Officer

by certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation ɔy the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made ıe sources from which such appropriations are to be met.

helle T. Vaillancourt, Town Accountant , Needham , mvaillancourt@needhamma.gov 781-455-7500 | 12/7/2021 1:33 PM

nment:

ɔt include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise ɔn Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / ıses of estimated receipts to actual receipts.

ritten documentation should be submitted to support increases/ decreases of FY 2022 estimated receipts to FY 2021 estimated receipts to be used in ıting the Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 12/13/2021

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF ACCOUNTS

Needham
TOWN

TAX RATE RECAPITULATION

Fiscal Year 2022

		APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
05/01/2021	2022	224,352,886.00	192,199,183.00	11,526,223.00	221,176.00	0.00	15,474,149.00	4,932,155.00	1,386,100.00	2,763,000.00
05/01/2021	2021	5,135.94	0.00	407.28	0.00	0.00	4,728.66	0.00	0.00	0.00
10/25/2021	2022	1,287,347.90	181,975.00	0.00	1,103,619.90	0.00	1,753.00	0.00	0.00	1,475,000.00
	Total	***225,645,369.84***	***192,381,158.00***	***11,526,630.28***	***1,324,795.90***	***0.00***	***15,480,630.66***	***4,932,155.00***		

* Enter the fiscal year to which the appropriation relates.
** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.
Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.
*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Theodora K. Eaton, Town Clerk , Needham , Teaton@needhamma.gov 781-455-7500 | 12/6/2021 12:45 PM

Comment:

NOTE : The information was Approved on 12/13/2021

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The Last Needham Newspaper

Gloria Polizzotti Greis, Executive Director, Needham History Center & Museum

It was announced in May 2022 that there would no longer be a print edition of the *Needham Times*, and that thereafter the paper would only be available as a digital subscription. This followed an announcement in late February that the local papers in this area were being recast as regional, rather than strictly local, resources. This was a business model that Gannett, the company that owns the Times, had been implementing throughout its nationwide portfolio of local papers. Even so, for Needham it meant that, after 148 years, there would no longer be a local newspaper.

Needham got its first local paper when publisher George Southworth moved here from Stoughton and published the first issue of his new paper, *The Needham Chronicle and Wellesley Advertiser* on November 28, 1874. At the time, Wellesley was still part of Needham, though the 'separatist' name of 'Wellesley' was becoming more frequently used in those parts. The Chronicle was a weekly, and cost five cents. Southworth was 23 years old when he started the Chronicle; he edited it for 50 years, before handing it off to his son. There was little fanfare in the first issue to mark the paper as a new venture, except for a brief editorial inside: *"We shall endeavor to supply the long-expressed want of a local paper, in which shall be found an interesting collection of home matter... [and] a creditable representation of home interests."*

The Chronicle had a set format. News was mainly on the front and back pages, set off in sections by the parts of town – Needham Notes, Highlandville Happenings, Grantville Gleanings, etc. Ads for local businesses were arranged around the edges. Since there was not all that much news – even after you included the social notes, the family visits, etc – the inside pages were generally prepackaged content, known as "patent insides." Patent insides were newspaper sheets that were pre-printed on one side with ads, comic snippets, poetry, short stories, and interesting news from around the country or Foreign Parts. The local publisher bought the sheets from a supplier, and then printed his own newspaper on the other side – hence, local news on the first and last pages, boilerplate inside. This practice was common for small papers throughout the late 19th and early 20th centuries. The Chronicle used patent insides for several decades.

Southworth was the paper's owner, publisher, printer, and principal writer and the Chronicle was very much a reflection of his interests and opinions – opinions that he was not at all averse to publishing. The notion of "Fair and Balanced" was not a factor in newspaper publishing in the 19th century – if you wanted a different opinion, you read a different newspaper. As Needham historian George Kuhn Clarke noted in 1911, *"The Chronicle... has at times been involved in the storms of local politics, representing opposing factions, or parties, and much has been printed that cannot be accepted by the historian as fair or impartial."*

That said, the Chronicle was the mainstay of the Needham news scene and kept the residents informed about the businesses, events, and politics in town. There were several attempts at publishing a rival paper, but none were very successful. Printer and attorney William Moseley launched the *Needham Globe* in 1878; he produced three

monthly issues (August 1st, September 1st, and October 1st) and then folded. The Needham History Center has a copy of the first issue, and apart from local ads, it is all "patent" content. John Emmons published Vol. 1, No. 1 (and only) of the *Needham News* on Friday, June 19, 1883. Bowers and Brown, Printers, were well-positioned to make a success of their new paper, the *Needham Enterprise*, when the Odd Fellows Building fire on May 13, 1887 destroyed their equipment, presses, and stock. Southworth kindly let them use the Chronicle press to publish their one and only issue on May 18, 1887 – a report on the fire that put them out of business. In 1894, William Howard, publisher of the *Natick Citizen*, extended his efforts to Needham and published the *Needham Recorder*. The Recorder lasted for several decades, but because it was essentially a re-purposed version of the Citizen, it did not gain much attention. The Recorder also published at least one issue of *Yours Truly*, a humor quarterly, around 1910 *("The price of liberty is eternal vigilance. The price of this paper is five cents. You are at perfect liberty, without much vigilance, to buy a copy.")*

The 20th century saw additional papers. The *Needham Reporter* debuted in 1975 and, apparently, lasted for just under a year. The *Needham News* resurfaced in 1926, and was also short-lived. And of course, the *Needham Times*, which began publication in 1932.

The Needham Chronicle and the Needham Times, both weeklies, continued on as rivals for the next 60 years. Each had a slightly different emphasis, and each had its partisans. In 1997, the Community Newspaper Company purchased the Chronicle, and renamed it the *Needham TAB*, adding Needham to its stable of local papers. The TAB and the Times ran separately a few years, until they were merged into a single paper under the name of the *Needham Times* in May 2001. This merger actually enlarged the paper for a while, with the greater resources of Community News used to expand local coverage and add local features.

The local papers arrived on Needham's driveways every week. The editorials, agree or not, were written by local editors about local issues. People read them. A political campaign could not succeed without at least one of those quarter-page ads that listed the names of all of the supporters (alphabetical for easy finding, or random to make people read the list? A crucial strategic question). Political endorsement letters to the Editor were carefully scheduled to spread out over the campaign period and to beat the two-week pre-election moratorium. The Police Report was read in its entirety. And all week the town talked about Bob Larsen's editorial cartoon, and the current controversy brewing in that weekly tragi-comedy, the Speak-Out Line.

The Speak-Out Line may not have been a journalistic high point, but it did have a way of capturing what was top of mind that week and stimulating community conversation. Taken together, the papers assembled the necessary information about town government, social and civic organizations, school sports, events, celebrations, and all of the other information that makes a town work. After the national syndicates took over, those functions began to diminish rapidly as the new owners sought to cut costs, reduced page counts, and laid off local staffers. Now, instead of Local News, the Needham Times' new online format reports on a mix of towns throughout eastern MA.

Instead of municipal reporting, it emphasizes "Community Engagement," described as *"not [focusing] on talking to officials or attending meetings, not on budgets and reports, but on talking to the actual people in our neighborhoods."* We all love the people in our neighborhoods, but we can talk to them ourselves. What we need from the News is an accurate report about what the Select Board or the School Committee or Town Meeting is doing, and how it will affect our taxes, our schools, and our property.

The *Washington Post* famously changed its motto to "Democracy Dies in Darkness" – democracy cannot function in the absence of reliable and thorough information. But I like better the way that Eileen McNamara made the same point in a 2022 essay in the *Boston Globe*, about how her father took the time every day to read the newspaper in the interval between his two jobs: ***"...my father's example taught me that reporting the news is a public service to hard-working people, carving out time in harried lives to attend to the responsibilities of citizenship in our fragile democracy."*** That is the essential value of local news.

Back Cover Image

The brand-new *Needham Chronicle's* office on Chapel Street in 1874 (now the location of Tin Rabbit). The person in front may be George Southworth.

Photo Courtesy of the Needham History Center and Museum

1711 – 2022

TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

MONDAY, OCTOBER 25, 2021

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on:

MONDAY, THE TWENTY FIFTH DAY OF OCTOBER 2021

At 7:30 in the afternoon, then and there to act upon the following articles:

FINANCE ARTICLES

ARTICLE 1: AMEND THE FY2022 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2022 Sewer Enterprise Fund adopted under Article 21 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$1,029,212	$1,041,733
201D	MWRA Assessment	$6,662,310	$6,614,690

or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article provides funding for the salary and wage increases for Sewer Enterprise personnel approved at the May 1, 2021 Special Town Meeting in the amount of $12,521 and reduces the MWRA Assessment by $47,620 based on the final assessment issued by the Massachusetts Water Resources Authority after the original amount was approved. The net change to the budget is a reduction of $35,099.

ARTICLE 2: AMEND THE FY2022 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2022 Water Enterprise Fund adopted under Article 22 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,413,248	$1,457,409
301D	MWRA Assessment	$1,677,742	$1,670,433

or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article provides funding for the salary and wage increases for Water Enterprise personnel approved at the May 1, 2021 Special Town Meeting in the amount of $44,161 and reduces the MWRA Assessment by $7,309 based on the final assessment issued by the Massachusetts Water Resources Authority after the original amount was approved. The net change to the budget is an increase of $36,852.

ARTICLE 3: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the amount of $7,603.90 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Chapter 187 of the Acts of 2016 established a Commonwealth Transportation Infrastructure Fund. Each Transportation Network Company (such as Uber and Lyft) is assessed $0.20 per ride to fund transportation improvements. One-half of the amount received from the Fund is to be distributed proportionately to each city and town based on the number of rides that originated in that city or town. The distributed funds must be used to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town. Funding for Transportation Improvements will be allocated to pedestrian and bicycle safety initiatives unless circumstances require otherwise.

ZONING ARTICLES

ARTICLE 4: AMEND THE ZONING BY-LAW – OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

(a) Amend Section 6.9. Outdoor Seating, Subsection 6.9.1, Applicability, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter is" before the words "permitted under"; and (iii) adding the word "are" before the words "permitted under"; so that it reads as follows:

"Section 6.9.2 shall apply in any business district in which eat-in restaurants are permitted under Section 3.2.2 of this By-Law."

(b) Amend the first sentence of Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "is permitted during"; (iii) replacing the words "Section 7.4.4 and 7.4.6" with the words "Sections 7.4.4 and 7.4.6"; and (iv) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for eat-in restaurants is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Sections 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Select Board in the case of (b) below, provided that:"

(c) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (a) by deleting the words ", licensed," so that it reads as follows:

"(a) It is within the front yard, rear yard, or side yard of the restaurant's owned or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:"

(d) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by (i) deleting the words "so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining"; (ii) deleting the word "alternatively" before the words "on a public way"; and (iii) adding the word "on" before the words "other public property"; so that it reads as follows:

"(b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property or on a public way or on other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:"

(e) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(i) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(i) No temporary outdoor restaurant seating shall be permitted, unless the Select Board authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;"

(f) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iii) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Select Board;"

(g) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iv) by (i) adding the words "shall not be authorized" after the words "Outdoor seating"; (ii) deleting the words "is prohibited" before the words "in designated or required landscape areas"; and (iii) by adding the words ", or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;" at the end of the subparagraph so that it reads as follows:

"(iv) Outdoor seating shall not be authorized in designated or required landscaped areas, parking lots or drive aisles, or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;"

(h) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by adding the following sentence at the end of the section:

"The Select Board may authorize seasonal temporary outdoor seating under this Section 6.9.2 (b) earlier than April 1 and later than October 31 of each year."

(i) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by replacing the words "Board of Selectmen" with the words "Select Board", in the second paragraph of the section so that it reads as follows:

"Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Select Board."

(j) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by deleting the last paragraph of the section and replacing it with the following paragraph to read as follows:

"Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, provided that (1) such seating remains seasonal and temporary; and (2) such seating does not increase capacity by more than thirty percent (30%) unless such increase is authorized by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant, with or without a hearing, as said Special Permit Granting Authority shall determine."

(k) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1 Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

(l) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

(m) Amend the second sentence of Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 Permitted Uses, paragraph (k) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

(n) Amend the second sentence of Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 Permitted Uses, paragraph (i) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

(o) Amend the second sentence of Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 Permitted Uses, paragraph (m) by adding (i) the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Under current zoning rules, the Planning Board may permit seasonal temporary outdoor seating at restaurants with waiter or waitress service on private property and the Select Board may permit such use on public property. This is implemented through an expedited permitting process (minor site plan review) where the outdoor seating meets the following criteria: (1) The outdoor seating is provided during the temporary outdoor seating season defined as April 1 thru October 31; (2) The outdoor seating is not located on a designated or required landscape area, parking lot, or driveway aisle; (3) The

outdoor seating is not located on a parking space within a public way; and (4) The outdoor seating does not increase the restaurant's overall seating capacity by more than thirty percent. Restaurants seeking outdoor seating outside of these criteria must currently seek a formal special permit from the Planning Board for seating located on private property. No authority is currently provided to the Select Board to deviate from the above-noted rules on public property.

This article would extend the circumstances under which the Planning Board and Select Board may authorize seasonal temporary outdoor seating. First, the article extends to all eat-in restaurants the expedited permitting process (minor site plan review) currently only afforded to restaurants with waiter or waitress service. Second, the article grants to the Select Board the discretion to approve the use of a parking space located either in a municipal parking lot or within a public way for outdoor seating where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, will be adequately provided for. Third, the article grants to the Select Board the discretion to allow outdoor seating outside of the normal temporary outdoor seating season of April 1 through October 31. The intent of these modifications is to enable the outdoor seating protocols that were put in place during the pandemic, which are not permissible under the current regulatory scheme.

ARTICLE 5: AMEND ZONING BY-LAW – CHESTNUT STREET BUSINESS DISTRICT FRONT SETBACK

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 4.4.4, Front Setback, by replacing in the first sentence of the first paragraph the word "a" with the word "the" and by capitalizing the term "business district" to read as follows (new language underlined):

   "In the Business District, there shall be a minimum front setback of ten (10) feet for all lots zoned in the Business District prior to April 14, 1952 and of twenty (20) feet for all lots changed to the Business District thereafter. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways, as defined in Section 4.4.5. Regulations relative to parking setbacks are governed by Section 5.1."

2. Amend Section 4.4.4, Front Setback, by revising the second paragraph to read as follows (new language underlined):

   "In the Chestnut Street Business District, there shall be a minimum front setback of ten (10) feet for all buildings except along both sides of Chestnut Street where there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Explanation: This article is a technical correction to the zoning by-law designed to clarify historic interpretation and practice as relates to the front yard setback requirement for lots located within the

Chestnut Street Business District. In 1990 when the Chestnut Street Business District was created, the front yard setback requirement for the District was established at ten (10) feet for all buildings except for those located along both sides of Chestnut Street where a front yard setback of twenty (20) feet was required. This was the recommendation for the Chestnut Street Business District contained in the 1989 Needham Center Planning Study. The amendment offered above now clarifies the front yard setback requirement of ten (10) feet for all lots fronting on Keith Place, Oak Street, Chestnut Place, Clyde Street, Marsh Road, and Junction Street in the Chestnut Street Business District consistent with the recommendations of the 1989 Needham Center Planning Study.

CAPITAL ARTICLES

ARTICLE 6: APPROPRIATE FOR RIDGE HILL BUILDINGS DEMOLITION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $603,091 for the purpose of the demolition and removal of buildings at Ridge Hill Reservation, to be spent under the direction of the Permanent Public Building Committee and Town Manager and to meet this appropriation that $181,975 be raised from the Tax Levy, that $48,426 be transferred from Article 41 of the 2015 Annual Town Meeting, that $17,000 be transferred from Article 43 of the 2016 Annual Town Meeting, that $86,000 be transferred from Article 44 of the 2017 Annual Town Meeting, that $26,805 be transferred from Article 41 of the 2017 Annual Town Meeting, that $155,000 be transferred from Article 32 of the 2018 Annual Town Meeting, that $37,315 be transferred from Article 5 of the May 14, 2018 Special Town Meeting, and that $50,570 be transferred from Article 37 of the 2019 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Two of the three buildings at Ridge Hill are in advanced stages of disrepair and pose potential health and safety risks to the public. In 2019, Town Meeting approved $25,000 in feasibility funding for the demolition of the buildings. This request would fund the demolition of the Ridge Hill Manor House and Garage at 463 Charles River Street. The existing barn structure is excluded from this scope. The Manor House and garage have hazardous building materials within the existing structures. These materials must be professionally handled, abated, and disposed of as part of the demolition project per federal and state regulations. The demolition scope of work also includes removal of an underground fuel storage tank (UST) at the garage; complete removal of all building elements, foundations, portions of the exterior paved areas and utilities associated with the subject structures and stabilization; and restoration of the site following demolition.

ARTICLE 7: APPROPRIATE FOR EMERY GROVER BUILDING DESIGN

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $1,475,000 for engineering and design of renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space and the creation of off-site parking at the Stephen Palmer Building, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Select Board, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of

the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article provides funds for the detailed design of a project to fully renovate the Emery Grover School Administration Building at its present location on Highland Avenue. The design also plans for the temporary use of the Hillside Elementary School as swing space for school administration personnel during construction, as well as potential creation of additional, off-site parking at the Stephen Palmer Building. This 21,108 GSF renovation project includes the following scope elements: historic renovation of the Emery Grover exterior (façade); renovation and modernization of the interior spaces; and minor modifications to the Hillside School. The proposed project modifies that originally described by BH+A Architects in the June 2020 Emery Grover Feasibility Study, which is available for review on the School Department's website. The revised concept reduces the original building scope by approximately one third from 34,717 GSF to generally fit within the building's existing envelope. It eliminates the 50 foot by 100 foot, three-story 18,415 GSF addition that was originally proposed for the rear of the building, reflects a more efficient use of interior spaces (such as the use of shared spaces and common work areas), and relocates the educational technology/head end room function to other school buildings.

The total cost of the revised project is estimated at $20-21 million, which includes approximately $3 million to make the Hillside School ready for temporary occupancy by school administration staff while the Emery Grover is under construction. Although BH+A estimated that approximately 85% of the project could be eligible for Community Preservation Act (CPA) funding, the anticipated contribution from CPA funds will be based upon guidance from the Community Preservation Committee. If approved by Town Meeting, the remainder of the project cost is anticipated to come from debt repaid by the General Fund within the levy limit (no debt exclusion.) The anticipated Town Meeting funding schedule is for an October 2021 Special Town Meeting request for detailed design, followed by a May 2022 Annual Town Meeting request for construction funds for both the Hillside improvements and the Emery Grover renovation. The Hillside updates are expected to take six months and the Emery Grover construction is anticipated to take between 18-20 months.

ARTICLE 8: AUTHORIZE SOLAR INSTALLATION AT JACK COGSWELL BUILDING

To see if the Town will vote to:

1. Authorize the Select Board to lease all or a portion of the rooftop of the Public Works Storage Facility/Jack Cogswell Building located at 1407 Central Avenue and shown on Assessors Map 308 as Lot 002, and any necessary space on or in said building and the associated real property, to a solar energy provider for the purposes of constructing, maintaining, and operating a roof-mounted solar facility, upon such terms and conditions as are acceptable to the Select Board, for a term of up to thirty (30) years; and further to authorize the Board to enter into a power purchase agreement with the solar energy provider and any other agreements as may be necessary in the Board's judgment to develop this solar facility.

2. Authorize the Select Board to grant any easements necessary to allow the electric utility to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility.

Or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Jack Cogswell Building (JCB) at the Needham RTS was constructed in 2019-20 for the seasonal storage of DPW vehicles and equipment. The rooftop was designed to be "solar ready" in compliance with current building codes so that the structure could support the addition of a rooftop solar array. The design firm has provided a preliminary design for a 203.8 kW DC array with approximately 425 solar panels projected to provide between 210,000 kWh and 216,500 kWh per year of electrical power production. While this solar array would generate more energy than is consumed by the building, the estimated solar energy production is about equal to the total electrical demand of all the buildings at the RTS. If the Town "net meters" this excess energy to these other Town accounts, then the full benefit of this installation can be realized.

The Permanent Public Building Committee (PPBC) has evaluated several options for procurement of this solar installation. The PPBC and Building Design and Construction Department have secured an approval from the Solar Massachusetts Renewable Target (SMART) incentive program and gained approval from the Planning Board for a de minimus change to allow for this installation. Other regulatory approvals are currently being sought from the DPU. While the original project authorization (Article 35 of the 2018 Annual Town Meeting) has sufficient contingency to procure this solar array, the Select Board is recommending that the Town instead pursue a Power Purchase Agreement (PPA) with a private solar energy provider to construct, maintain and operate this roof-mounted solar facility. The funds remaining under the Warrant Article will be rescinded at a future Town Meeting. This PPA would lease the use of the rooftop to a private developer and the Town would agree to purchase the power at a low fixed or escalating rate. This approach would limit the Town's capital investment and limit future maintenance costs of the solar asset, while providing long term financial benefit and a hedge against future energy price escalation. This installation is consistent with the Town's goals as a Green Community and will fit within any future Climate Action Plan adopted by the Town by helping lower Greenhouse Gas (GHG) emissions by the Town.

RESERVE ARTICLES

ARTICLE 9: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $674,900 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Article 38 of the 2019 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Article 38 of the 2019 Annual Town Meeting funded the replacement of the synthetic turf fields and associated improvements at Memorial Field and DeFazio Complex, and the project was completed under-budget. Town Meeting action is required to return the unspent funds to the Athletic Facility Improvement Fund. Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal

purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting, by majority vote, may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of June 30, 2021 was $270,203.

GENERAL ARTICLES

ARTICLE 10 **HOME RULE PETITION TO ADJUST THE NUMBER OF OFF-PREMISES ALCOHOL LICENSES**

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing said Board, as the local licensing authority, to issue licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws up to the maximum number of such licenses authorized by section 17 of said chapter 138, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT AUTHORIZING THE TOWN OF NEEDHAM TO GRANT LICENSES FOR THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES AND WINE AND MALT BEVERAGES NOT TO BE DRUNK ON THE PREMISES AS PROVIDED IN SECTION 17 OF CHAPTER 138 OF THE GENERAL LAWS.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The Select Board of the Town of Needham shall cause to be placed on the ballot at a regular or special election the following question:

"Shall the licensing authority in the Town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises in amounts up to the maximum number of such licenses authorized by section 17 of chapter 138 of the General Laws?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the Select Board.

If a majority of the votes cast in answer to that question is in the affirmative, the licensing authority of the Town of Needham shall, notwithstanding anything contained in chapter 207 of the Acts of 2012 to the contrary, or in section 11 of chapter 138 of the General Laws, be authorized to issue licenses for both the sale of all alcoholic beverages not to be drunk on the premises and for the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws in amounts up to the maximum number of such licenses authorized by section 17 of said chapter 138.

SECTION 2. This act shall take effect upon its passage.

Or to take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Article 10 is a Home Rule Petition to increase the total number of allowed package alcohol licenses in Needham, from the reduced quota set under the Town's current special legislation (Chapter 207 of the Acts of 2012) to the number allowed by general state law (G.L. Ch. 138 section 17). This change requires Town Meeting and State Legislative approval, followed by referendum approval by the Town's voters.

The current quota allows the Select Board to issue up to eight (8) package licenses, not more than six (6) for all alcoholic beverages, and the remainder for wine and/or malt only. That quota is currently issued and outstanding (as six all alcohol and two wine and malt). If approved, the Town's quota would change to the population-based (one per five thousand or fraction) numbers of package licenses authorized under G.L. Ch. 138 sec. 17. Based on Needham's estimated 2020 census population of 32,091, that would be seven (7) all alcohol and seven (7) wine and malt.

The Section 17 quota is the baseline applicable to most Massachusetts cities and towns (some of which have additional authorized licenses under special legislation). The Select Board expects that, at least over time, there will be qualified applicants for some or all of the additional licenses allowed by this change. This change affects "package" licenses only, not restaurant or other "on-premises consumption" licenses.

ARTICLE 11: A RESOLUTION CONCERNING DECLARATION OF CLIMATE AND ECOLOGICAL EMERGENCY

Whereas, Needham Town Meeting recognizes that we are in a Climate and Ecological Emergency that threatens our town, state, nation and all of humanity;

And Whereas, Needham Town Meeting believes that a mobilization to meet this challenge is imperative to stabilize the climate, remedy environmental harms which disproportionately hurt environmental justice communities, create clean-energy jobs, and improve human lives;

And Whereas, in recent years, the Town of Needham has demonstrated a commitment to reducing greenhouse gas emissions and protecting our environment by: constructing LEED Certified buildings such as the Sunita Williams Elementary School and the Needham Free Library, including EV charging stations at Sunita Williams and at Needham Public Works, implementing large solar installations at the Town Recycling and Transfer Station, passing the Stretch Building Code and becoming a Green Community, committing to pesticide and herbicide-free maintenance of town trees and parks, and currently preparing a town-wide Climate Action Plan to further lower the town's carbon footprint.

And Whereas, Town Meeting recommends that Needham join over 2,000 governments globally that have declared a climate emergency, an emergency primarily driven by human activities, most significantly the burning of fossil fuels and the destruction of forests and other carbon sinks, resulting in rising global temperatures and loss of biodiversity.

And Whereas, a warming planet poses serious risks to human health, and safety and economic security, as evidenced by recent extreme weather events including droughts, forest fires, and floods, rising sea levels, ocean acidification, soil erosion, and mass species extinctions around the globe. Massachusetts is already experiencing flooding from storms and rising sea levels, droughts, increased transmission of tick-borne illnesses, record-breaking heat waves, and loss of biodiversity, such as bird and pollinator populations.

Be It Resolved, that this day, in recognition of the urgent need to mobilize, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare a Climate and Ecological Emergency. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

- Communicating to all town departments, businesses, and residents the critical need to achieve net-zero greenhouse gas emissions as soon as is fiscally and technologically possible;
- Developing policies that protect Needham's trees, forests, and open spaces because they draw carbon from the atmosphere, and provide life-sustaining food and shelter to other species;
- Prioritizing projects that reduce the town's greenhouse gas emissions and biodiversity loss;
- Ensuring that the town pursues an equitable and just transition to a zero-greenhouse gas future.

Town Meeting calls on state and federal elected officials to initiate a Climate Emergency mobilization and provide appropriate legislative, regulatory, and financial support to municipalities to implement local climate emergency initiatives. Town Meeting requests that the Town Clerk send notice of this resolution to the Office of the Governor of the Commonwealth of Massachusetts and Needham's state and federal legislators.

INSERTED BY: Rebecca Phillips, et. al.
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: Article 11, filed by Citizens Petition, is a non-binding resolution that the Town, acting through the Select Board, declare a Climate and Ecological Emergency, and act to address that emergency, including policies and projects to reduce the Town's greenhouse gas emissions and protect natural resources.

The Select Board's current goals include commitments to addressing climate change, efforts to meet the Commonwealth's climate mitigation and resilience goals, development of a climate action plan, and formation of a Climate Action Plan Committee to aid in that work. Efforts by the Town in recent years include achieving LEED Silver rating and constructing a 155 kW-DC solar array at the Sunita Williams School, installing eight (8) Electric Vehicle (EV) charging stations in public parking lots, becoming a Green Community, and approving a solar array on the capped landfill at the RTS.

ARTICLE 12: A NON-BINDING RESOLUTION CONCERNING THE AMENDMENT OF THE CURRENT ACCESSORY DWELLING UNITS (ADUS) BY-LAW

Whereas Needham Town Meeting recognizes that the town is experiencing increasing challenges in providing potential or existing residents a range of affordable options to purchase or rent a home in Needham;

And Whereas, one of the biggest challenges to home-buying and renting in Needham is an increasingly narrow range of housing choices due to the trend to replace older, smaller homes with ever-growing new homes, the average size of which has doubled between 1980 to 2020 from 2,200 SF to 4,400 SF;

And Whereas, this economic trend continues to make Needham increasingly less affordable, creating economic challenges for potential new residents and residents who wish to stay;

And Whereas, the increasing lack of affordability and housing choice creates more challenges for a more diverse Needham community;

And Whereas, as a result of recent trends in Needham and across the region, there is not enough of a range in housing choices at the affordable end that offer smaller unit sizes with more affordable purchase or rental costs for young adults or families or existing, mostly senior, residents;
And Whereas, in 2019, Needham introduced ADUs to the town by-laws but instituted them with residency restrictions that allow use only for a "caregiver", "family," or "owner" which has resulted in approximately eight approved ADUs in the past 18 months;

And Whereas, a 2018 white paper written by Amy Dain for the Pioneer Institute, presenting a survey of all of the towns offering ADUs, (approximately half with residency restrictions and the rest without), indicated that the total annual number of ADUs built was uniformly very modest (mostly single-digit), and that towns without restrictions saw only about a 50% increase in the number of ADUs built annually, which means Needham would have about three (3) more ADU applications a year.

Be It Resolved, that this day, in recognition of the urgent need to create more affordable housing choices, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare making more Affordable Housing Choices a Priority. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

- Communicating to all town departments, businesses, and residents the critical need to address the lack of affordable housing choices currently in our town.
- Recommend that the Planning Board address possible remedies to the housing challenges through both the newly formed Affordable Housing Study Committee and revisions to the zoning by-laws to allow more affordable housing choices including multi-family and other smaller-sized options, like ADUs, that would expand the opportunities for potential and existing residents.
- Prioritize that the Planning Board, for Annual Town Meeting 2022, address an amendment to the current by-law (Section 3.15 – Accessory Dwelling Units [ADUs])
- Acknowledge that the Needham Health Department and the Council on Aging were critical endorsers of the concept of an ADU by-law that would provide to seniors the opportunity to have live-in assistance at their homes or, alternatively, the economic benefit of potential rental income. The current by-law, established in 2019, accomplished only half of that goal; it restricts use of ADUs to live-in assistance, and does not allow use of an ADU as a rental property.
- Encourage the Planning Board to remove the residency restriction in the above by-law, for just "caregiver", "family" and "owner", and allow the ADUs to be available to anyone as a more affordable housing choice in the marketplace, given that they would provide a very modest, but important, smaller housing option (850 SF maximum) across our predominantly single-family zoned town.
- Acknowledge that the economic benefit provided by ADUs expands the housing opportunities for seniors and other residents to remain in their homes, and for potential newcomers to join the Needham community.

INSERTED BY: Oscar Mertz, et. al.
FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article Information: Article 12, filed by Citizens Petition, is a non-binding resolution recommending that the Town, acting though the Select Board, declare increasing affordable housing options a priority and take additional actions described in the article text, including amendment of Section 3.15 of the Zoning By-Law regarding Accessory Dwelling Units (ADUs). An accessory dwelling unit (ADU) is an apartment in a single-family detached dwelling that is a second, self-contained dwelling unit. ADUs are allowed by special permit, with occupancy limited to family members and caregivers. Article 12 recommends removal of that family/caregiver limitation.

Housing cost and availability issues are challenging throughout the metropolitan area. Efforts by the Town in recent years have included permitting and construction of over 500 apartment units pursuant to MGL Chapter 40B, the State affordable housing statute, support for the Needham Housing Authority's efforts to renovate and add to its affordable housing inventory, increasing the Town's Community Preservation Act affordable housing contribution, and specific housing-related amendments to the zoning by-law.

Zoning By-Law recommendations are primarily under the jurisdiction of the Planning Board. The Planning Board, following on a commitment at the May 2021 Town Meetings, is establishing a Housing Plan Working Group to review and make recommendations addressing housing issues in Needham. The Select Board is participating in that study and understands review of the ADU by-law to be within its scope.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 14th day of September 2021.

Matthew D. Borrelli, Chair
Marianne B. Cooley, Vice Chair
Lakshmi Balachandra, Clerk
Marcus A. Nelson, Member
Daniel P. Matthews, Member

Select Board of Needham

A TRUE COPY
Attest:
Constable:

WARRANT FOR THE
SPECIAL TOWN ELECTION
The Commonwealth of Massachusetts
TUESDAY, December 7, 2021

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the State Election to vote at their respective voting places in said Town, namely:

PRECINCT A – Center at the Heights - 300 Hillside
PRECINCT B – Center at the Heights - 300 Hillside
PRECINCT C – Newman School - Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Needham Golf Club - 49 Green St.
PRECINCT F – Rosemary Rec. Complex – 178 Rosemary St
PRECINCT G – Rosemary Rec. Complex – 178 Rosemary St.
PRECINCT H – Needham Golf Club – 49 Green St.
PRECINCT I - Town Hall, 1471 Highland Ave – Powers Hall
PRECINCT J - Town Hall, 1471 Highland Ave – Powers Hall

ON TUESDAY, THE SEVENTH DAY OF DECEMBER 2021

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the Special Town Election for the candidate for the following office:

MEMBER OF THE SELECT BOARD TO FILL VACANCY UNTIL APRIL 9, 2024

The Polls Will Be Open From 7:00 A.M. to 8:00 P.M.

ereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
iven under our hands this 26th day of October, A.D. 2021.

_____ **MATTHEW D. BORRELLI,** ***Chair***
_____ **MARIANNE B. COOLEY,** ***Vice Chair***
_____ **MARCUS A. NELSON,** ***Clerk***
_____ **DANIEL P MATTHEWS**
Select Board of Needham

true copy,
TTEST _____ **2021**

Constable (month) (day)

Warrant must be posted by **November 30, 2021**(at least ***seven days prior*** to **December 7, 2021**.)

WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2022
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

PRECINCT A: Center at the Heights, 300 Hillside Ave.
PRECINCT B: Center at the Heights, 300 Hillside Ave.
PRECINCT C: Newman School, 1155 Central Ave. Gym
PRECINCT D: Newman School, 1155 Central Ave. Gym
PRECINCT E: Needham Golf Club, 49 Green Street.
PRECINCT F: Rosemary Recreation Complex, 178 Rosemary St.
PRECINCT G: Rosemary Recreation Complex, 178 Rosemary St.
RECINCT H: Needham Golf Club, 49 Green Street
PRECINCT I: Town Hall, 1471 Highland Ave., Powers Hall
PRECINCT J: Town Hall, 1471 Highland Ave., Powers Hall

on TUESDAY, THE TWELFTH DAY OF APRIL 2022

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Non-Veteran) for Three Years
Two Trustees of Needham Public Library for Three Years;
Two Members of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years.

Twenty-four Town Meeting Members from Precinct A;
Twenty-four Town Meeting Members from Precinct B;
Twenty-four Town Meeting Members from Precinct C;
Twenty-four Town Meeting Members from Precinct D;
Twenty-four Town Meeting Members from Precinct E;
Twenty-four Town Meeting Members from Precinct F;
Twenty-four Town Meeting Members from Precinct G;
Twenty-four Town Meeting Members from Precinct H;
Twenty-four Town Meeting Members from Precinct I;
Twenty-four Town Meeting Members from Precinct J.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make do return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of March 2022.

Matthew D. Borrelli, Chair
Marianne B. Cooley, Vice Chair
Marcus A. Nelson, Clerk
Daniel P. Matthews, Member
Kevin J. Keane, Member

Select Board of Needham

A true copy,
ATTEST _____ **2022**
Constable (month) (day)

TOWN OF NEEDHAM

ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 12, 2022

Business Meeting: Monday, May 2, 2022

7:30 p.m.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to Annual Town Meeting.

2022 Annual Town Meeting Warrant
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Town of Needham
Finance Committee
111th Annual Report
Fiscal Year 2023 Proposed Budget

March 11, 2022

Fellow Town Meeting Members,

The Finance Committee is pleased to present its 111th Annual Report to Town Meeting along with its proposed operating budget for Fiscal Year 2023 (FY 2023). The Finance Committee's proposed budget for FY 2023 fully funds the same level of services for next year along with new staff and expanded services. As of the date of this letter, it has been exactly two years since the World Health Organization declared COVID-19 to be a global pandemic. Though these past two years have been difficult for residents and for Town operations, we are happy to report that Town finances remain robust. As the omicron wave of the pandemic recedes, we are cautiously optimistic that while some of the effects of the pandemic may persist, the worst of the pandemic may be behind us. Over the course of the pandemic, the Town has proven to be operationally and financially responsive, adaptable and resilient.

The Town is fortunate to have financially weathered the pandemic better than initially feared two years ago. In fact, for FY 2023 all of the significant sources of General Fund revenue, including property taxes, state aid, and local receipts, are projected to increase, even when estimating conservatively. Faced with projected increases in spending capacity, the Finance Committee recognizes the delicate balance between the desire to expand services and the aim that property taxes not be overly burdensome for current residents nor exclusionary for prospective residents.

In the sections that follow, the proposed FY 2023 operating budget is described in increasing detail, beginning with a Budgetary Overview in Section I, which describes at a high-level the amounts available for General Fund appropriation, as well as the main drivers of the proposed increases in the operating budget. The Budgetary Overview closes with additional considerations and concerns that may continue to impact upon Town finances in the future. Section II describes changes in each component of the operating budget compared to the prior year. Section III acknowledges the diligence and effort of the many people whose input and expertise have contributed to the proposed balanced budget before you.

I. Budgetary Overview

A. Amount Available for General Fund Appropriation

General Fund revenue comes primarily from property taxes, as well as monies from state aid, and local receipts. Additional funds available for appropriation come from Town reserves, stabilization funds, free cash, overlay surplus, and other sources. Though the COVID-19 pandemic brought much uncertainty, adaptations to remote work have led some economic sectors to quickly recover and grow. Other sectors, such as the hospitality industry, have been slower to recover. Overall, the FY 2023 proposed budget and Town spending plan are based on a conservative revenue projection of $238.8M, which is $8.4M or 3.9% greater than FY 2022. Of that amount, $219.1M is General Fund revenue, $16.0M is Enterprise Fund revenue and $3.7M is CPA (Community Preservation Act) funds. A total of $221.2M is available for General Fund expenditures, which includes General Fund revenue plus the CPA's share of debt service in the amount of $970K and Enterprise reimbursements in the amount of $1.25M.

Being the primary source of General Fund Revenue, property taxes make up almost 82% of the expected General Fund revenue in FY 2023. In total, FY 2023's property tax revenue is increasing by $8.3M or

4.9% over FY 2022, based on the annual increase in the tax base plus strong new growth. New growth includes increases in property values due to property improvements or a change in use. FY 2023 new growth accounts for significant public utilities equipment improvements.

State aid, which accounts for 6.5% of the estimated General Fund revenue, is projected to increase by 2.5%, an increase of more than $354K, in FY 2023. Included in the total amount is $695K of reimbursements from the Massachusetts School Building Authority (MSBA) for school building projects, as well as Cherry Sheet Aid which is comprised of aid for schools and general government aid. (The Cherry Sheet is the official notification from the Department of Revenue of the upcoming fiscal year's state aid and assessments to cities, towns, and regional school districts, which was historically printed on bright red paper.) Both Chapter 70 school aid and Unrestricted General Government Aid (known as UGGA), are projected to increase 2.7% in FY 2023, based on the Governor's proposal. The state budget is still pending and subject to change as it makes its way through the process. The particular amount of state aid is always challenging to estimate, and this year there is more uncertainty than usual. Chapter 70 school aid is the largest component of state aid, making up 84.4% of Cherry Sheet aid to Needham. UGGA is the second largest component of state aid, accounting for almost 14.5% of the Town's Cherry Sheet Aid.

Local receipts are estimated to comprise a total of $11.6M, representing approximately 5.3% of General Fund revenue in FY 2023. Local receipts include motor vehicle excise taxes, hotel and meals taxes, charges for services such as ambulances, and license and permit fees. As a result of the economic downturn in the early stages of the pandemic, the actual receipts for FY 2021 dropped by almost $1.5M compared to actual local receipts in FY 2020. While the economy is faring better after the initial sharp downturn, the growth is modest in some areas, and stronger in others, depending on the nature of the economic activity involved and the relative downturn. For FY 2023, we are anticipating that local receipts will increase by almost $1.2M or 11.7% compared to FY 2022's expected receipts. All of the various types of revenue that make up local receipts are projected to increase in FY 2023. Motor vehicle excise taxes make up 38% of local receipts, the largest category, and are assumed to increase 10% or $400K in FY 2023. This increase appears large, but the FY 2023 estimate amounts to only 85% of the actual motor vehicle excise receipts in FY 2021. "Other Excise", primarily meals and hotel taxes, was hit especially hard by COVID restrictions and by associated and lingering changes in habits. Other Excise taxes previously made up over 10% of total local receipts, but are expected to account for 6.7% of FY 2023 local receipts, after having fallen to less than 5% of local receipts in FY 2021. The FY 2023 estimate of Other Excise represents a significant increase of $280K or 56% over FY 2022. The Town's "Charges for Services" category makes up 16.4% of local receipts, and is comprised of fees collected for services such as ambulance, parking permits, and DPW charges. This amount is projected to increase by $75K or just over 4%. The category of local revenue called "Licenses and Permits" includes building permits, inspection fees, alcohol licenses, and parking permits, and makes up 14.7% of the projected local receipts in FY 2023, with an increase of 2.9%. As the economy rebounds from the effects of the pandemic, we can expect that the amount of local receipts will continue to increase and to grow as a proportion of the Town's revenue. We will nonetheless continue to project conservatively to avoid unnecessary risk.

After the close of the last fiscal year, FY 2021, the Department of Revenue certified $17.0M of Free Cash available for appropriation. The extraordinarily large amount of Free Cash is in part due to $5.5M of Free Cash available in FY 2022 but unappropriated; as a result, the balance was rolled over to Free Cash available in FY 2023. Free Cash consists of unspent funds that remain at the close of the prior year, including the amount that actual revenue collected exceeds estimated revenue and the amount that appropriations exceed expenditures. Free Cash has remained substantial -- even during the pandemic -- due to several factors, including withholding of spending in some areas and lower-than-usual expenses for other activities, such as travel, professional training, and community events which were cancelled or held virtually. In addition, many COVID-related costs were covered by federal grants or reimbursements.

Thus, there were sizeable amounts of budgetary turnback. Because the level of Free Cash can be volatile, much of it should be used for one-time expenditures. Generally, only the portion of Free Cash which is dependable year over year can be deemed recurring and applied to the operating budget. For FY 2023, $2.6M of Free Cash is proposed to be allocated to the operating budget. This amount represents less than 2% of the FY 2022 budget (less the Reserve Fund) and is consistent with the Town's policy on the use of Free Cash for operating expenses. The other funds will be used for non-recurring uses, such as capital, or for appropriations to reserves or stabilization funds.

As noted above, Funds other than General Fund revenue that are proposed to be appropriated by Town Meeting include $970K of CPA funds to be applied to the FY 2023 operating budget for CPA-related debt service, as well as $1.25M of funds from the Enterprise Funds to reimburse the Town for costs and services such as information technology and insurance. Other funds subject to appropriation may include monies from stabilization funds with defined purposes, offsets, and previously appropriated funds from warrant articles from prior years that were not needed for the designated purposes.

B. Allocations for General Fund Appropriation for FY 2023

Operating Budget	$205.0M
Cash Capital (including individual articles)	$9.5M
Financial warrant articles	$1.7M
Reserve/stabilization funds	$1.1M
Other disbursements	$3.9M
Total	$221.2M

Please note that although the Finance Committee voted the FY 2023 operating budget recommendation prior to the preparation of this report, other appropriations proposed in the various separate warrant articles and the funding sources were still under consideration. Thus, final recommendations at Town Meeting may vary from the above allocations.

C. Operating Budget

The amount allocated to the FY 2023 operating budget is $205.0M, an increase of $9.2M or 4.7% over the operating budget for FY 2022. The primary drivers of this moderate increase are:

Townwide Expenses	+ $2.9M, or 4.7%
Education	+ $3.8M, or 4.5%
Public Facilities/Public Works	+ $1.3M, or 6.9%

The largest increases among the Townwide Expenses are attributable to Retirement Assessments, increasing almost $990K, or 9.5%, and to Group Health Insurance, Employee Benefits & Administrative Costs, increasing $793K, or 4.8%. These increases are connected not only to rising costs, but also to the growth in the number of benefitted positions. In addition, there is a proposed appropriation of $1.3M to Classification Performance & Settlements, which serves as a reserve to fund new collective bargaining agreements or other personnel cost increases during the fiscal year.

Funding for education is always a substantial part of the budget, driven primarily by the Needham Public Schools (School Department). The operating costs of the School Department comprise 42.6% of the total operating budget. This represents an increase of $3.7M, or 4.4%, over FY 2022. Note that costs associated with group health insurance for employees of the School Department are budgeted under Townwide Expenses. The increase in the School Department budget is primarily due to staffing increases. 21.48 full-time equivalent (FTE) positions funded in FY 2022 from one-time funds and hired as a result of the effects of the COVID-19 pandemic will be funded through the operating budget in FY 2023. Additional new positions will also be funded through the operating budget, for a total increase of 25.82 School Department positions funded through the operating budget in FY 2023.

The Public Facilities/Public Works segment represents over 9% of the operating budget and is increasing by 6.9%, driven by an increase in the budget for the Department of Public Works of $1.3M, or 7.3%. This increase is in part due to additional staff primarily relating to building maintenance. These needs reflect not only an increase in the inventory of Town buildings, but also in the sophistication of systems being maintained in these upgraded facilities.

D. Additional Considerations and Concerns

Needham has historically been conservative with its budgeting and spending practices, and has weathered the past two difficult years quite effectively. In the early phase of the pandemic, the Town held back significantly on spending and hiring, and saved funds or redirected them to address pandemic needs. While COVID-19 still persists, the various public health metrics are improving and restrictions are being eased. The Town has been reimbursed for a significant amount of unexpected expenses caused by the pandemic, which has relieved the financial pressure. The Town received reimbursements through the Coronavirus Aid, Relief, and Economic Security (CARES) Act and Federal Emergency Management Agency (FEMA) for costs addressing the acute needs of the early stages of the pandemic, particularly in the areas directly connected to health, safety and wellness. The Town has also been granted funds through the American Recovery Plan Act (ARPA) for further relief from the financial effects of the pandemic borne both by the Town and by local businesses and for water and sewer infrastructure upgrades. The FY 2023 budget reflects more confidence as the Town is in a position to fund not only the ongoing services, but also to provide for some additional services and programs as we continue to plan for the future.

Looking forward, the Town needs to continue to address capital needs -- particularly the aging Mitchell and Pollard school buildings -- and to prepare itself for the significant upcoming costs. On the heels of several significant capital projects initiated over the past five years, including the Sunita Williams Elementary School, Rosemary Recreation Complex, Police and Fire Headquarters and Fire Station 2, Memorial Park Fieldhouse, and the Jack Cogswell DPW facility, the Finance Committee continues the work that began last year in reviewing the School Master Plan in conjunction with the School Committee and School Department, Town Administration, and the Permanent Public Building Committee. The various scenarios of the School Master Plan, each currently estimated to cost over $300M in inflation-adjusted dollars, need to be viewed in the context of an overall financing plan that also incorporates other major construction projects, such as the Emery Grover Renovation (for which construction funds are being sought at this Annual Town Meeting) and the much-needed upgrade of the DPW administration building. It is also crucial to consider the impact of new building projects also upon the operating budget, including increased maintenance, energy, and insurance associated with the new facilities. It will be a challenge to finance all projects within the Town's long-standing debt limits without careful prioritization and continued adherence to debt policies in order to ensure that property taxes do not become overly burdensome for current residents nor exclusionary for prospective residents.

Another area of concern for the Finance Committee is the rate of staffing increases. Staffing accounts for some of the Town's greatest costs, which include not only salaries and wages but also the significant cost of benefits, such as health insurance and retiree benefits. The Finance Committee carefully examines all

requests for increased staffing levels that are part of the Town's day-to-day operations in the operating budget. The Committee is also sensitive to the fact that new and upgraded building facilities not only trigger additional maintenance needs, but may also create additional programming space whose full potential is only realized with increased staffing. While some amount of increase in staffing is to be expected, the Finance Committee has concerns that the growth rate of FTE staff, particularly in the Schools, is unsustainable and will need to be moderated in the coming budget cycles.

Lastly, the Finance Committee is aware of two emerging factors at the national and global level that may continue to impact upon Town finances. The first factor is the rising rate of inflation, which is reflected in the proposed FY 2023 operating budget in the form of increased costs for some Town expenses, such as materials and contracted services. The second factor is the ongoing War in Ukraine, which has had a precipitous impact upon energy prices in recent weeks. Increased energy prices are not reflected in the FY 2023 operating budget, and the effects of the War in Ukraine -- as with all wars -- remain unpredictable.

II. Components of Proposed FY 2023 General Fund Operating Budget

This section addresses the details of the Finance Committee's proposed General Fund operating budget for FY 2023. The total proposed operating budget for FY 2023 is $205,020,137, an increase of $9.2M, or 4.7%, over the FY 2022 operating budget.

A. Townwide Expenses

Townwide Expenses are costs that are incurred by the Town or that apply across many or all departments. Examples include liability insurance, energy costs, and employee and retiree benefits. The Townwide Expenses portion of the FY 2023 budget is increasing 4.7%.

Casualty, Liability, Property and Self-Insurance: This line item pays for the insurance coverage that the Town obtains through the Massachusetts Interlocal Insurance Association (MIIA) for buildings, vehicles, property damage, auto liability, and general liability, as well as a small contingency for non-covered claims. This line item is increasing $75K, or 9.9%, in FY 2023. This covers premium increases as well as insurance coverage for new facilities, including Fire Station #2 which came online during the second quarter of FY 2022 and the Police Headquarters which was occupied in the third quarter of FY 2022. The level of increase has been mitigated by loss prevention and risk mitigation efforts that have created premium savings. The premiums relating to the water and sewer programs are carried here, but are reimbursed from the enterprise funds and also included in General Fund revenue.

Debt Service: This budget line covers payments for outstanding debt obligations for excluded debt (as a result of Prop. 2 ½ overrides), Community Preservation Act debt, and debt funded within the tax levy. The FY 2023 Debt Service line is declining by $566K, or 2.7%, following a small decline in FY 2022 as well, both due to decreases in excluded debt and CPA debt costs. Costs for debt within the levy are increasing 3.4% while the costs for excluded debt are decreasing by 4.9%, and the costs for CPA-funded debt are decreasing 5.1%. Debt service costs fluctuate in accordance with the borrowing schedules for the Town's significant capital projects. This line does not include the costs of any debt that may be authorized at the Annual or Special Town Meetings in May 2022, such as the proposed Appropriation for the Emery Grover Renovation.

Group Insurance, Employee Benefits and Administrative Costs: This line is increasing by $793K or 4.8%. This amount assumes a 5% increase in health insurance premiums, as well as provisions for additional subscribers and an increase in the number of eligible employees due to increasing headcount. The health insurance portion of the costs in this line is level-funded due to the fact that the Fallon HMO is leaving the market, and the West Suburban Health Group will be moderating their rates as those subscribers transition over. Costs for Medicare are increasing 4.9% while the Social Security Tax is

level-funded in FY 2023. This budget line includes an increase of 4% in unemployment expenses for FY 2023, though this is an unpredictable expense, and could potentially be higher. The Town experienced significant increases in unemployment costs as a result of the pandemic, and is self-insured for these costs.

Needham Electric Light and Gas Program: This program covers the costs related to electricity and natural gas usage, maintenance and repair of streetlights, and producing the solar electricity that is sold to the grid. This line is increasing $263K, or 6.8%, in FY 2023 following a modest decrease last year. Rates for natural gas are higher due to the assumed increases in both the supply costs (up 20%) and the rate per therm (up 15%). Consumption is also increasing for both electricity and natural gas due to both higher use in existing buildings and the addition of the Fire Station 2 and the Police Headquarters which have come online during FY 2022. The budget is based on a three-year average of energy use at most buildings, though several buildings have less than three years of history, and thus estimates are based on the highest year.

Retiree Insurance and Insurance Liability Fund: This program, also known as "OPEB" (other post-employment benefits), provides funding for benefits other than pensions for eligible retirees, such as health insurance. This line is going up $418K, or 5.6%, in FY 2023. The assumed rate of return for OPEB funds was reduced to 6.75% in the FY 2021 budget, and was unchanged in the FY 2022 and FY 2023 budgets. Further reductions may be considered in the future. The funding schedule for FY 2023 is based on the actuarial schedule and is based on assumptions including the expected number of retirees and spouses as well as the costs of Medicare supplement plans. The most recent actuarial valuation which was completed on June 30, 2020 showed that the OPEB funded ratio was 35.7% of its projected liability, with a plan of reaching full funding in FY 2041.

Retirement Assessments: This line, which funds pensions for retirees as well as unfunded pension liability, is increasing 9.5%, or $990K, in the FY 2023 budget. This large increase, similar to the increase in FY 2022, is needed to meet the actuarial schedule. The Retirement Board reduced the assumed rate of return for pension assets to 6.5% for FY 2022, where it remains for FY 2023. The effects of the rate reduction last year are being spread over 5 years in order to moderate the impact. This decrease in the rate of return, combined with wage growth and updated mortality data, have resulted in an increase in the Town's unfunded liability and thus the need to increase the annual contributions in the funding schedule. The Town's funding status was 67.4% as of January 1, 2021, with a goal of funding outstanding unfunded pension liability in full by June 2033. Notably, the market value of the assets on January 1, 2021 were significantly higher than the actuarial valuation due to not-yet recognized investment gains.

Workers' Compensation: This line provides funding for workers' compensation claims for School Department and General Government employees, as well as pre-employment physicals where needed. The town is self-insured for workers compensation. Any unused funds in this line are rolled into the Workers' Compensation Fund which reserves funds for potential larger future claims. This FY 2023 allocation to workers' compensation is almost $97K, or 11.6%, lower than FY 2022 with the removal of the Injury on Duty funds to a separate budget line. Of note, there was an additional appropriation of $337K to the Workers Compensation Reserve in May 2021, and another $130K is proposed for appropriation at this Annual Town Meeting.

Injury on Duty & 111F: This new line in the operating budget consists of the funds available for payment of injury leave compensation or medical bills for public safety personnel, who are not covered by other workers' compensation programs. In the FY 2023 budget, these funds are separated out from the Workers' Compensation line since these two different lines serve similar purposes but are available to entirely different employees by statute. The Town has had the Workers' Compensation Fund for years, but only last year created the Public Safety Injury on Duty Fund, now allowed under the Municipal Modernization Act, which will establish a reserve for unspent funds appropriated to this line to be carried

over for future injury leave costs. The FY 2023 allocation to the Injury on Duty line is $151K. An additional $300K is proposed for appropriation to the Public Safety Injury on Duty Fund in a separate warrant article of this Annual Town Meeting.

Classification, Performance & Settlements: This line item is budgeted at $1.3M for FY 2023. These funds serve as a reserve for additional personnel-related costs during the fiscal year, including performance-based salary increases for managers or increases resulting from new collective bargaining agreements. The funds may be transferred to the department budget lines as needed during the fiscal year. As of the date of this report, the collective bargaining agreements for the Needham Building Custodians and Trades Independent Association, Needham Independent Public Employees Association, Needham Police Union, Needham Police Superior Officers Association, and Needham Fire Union had not yet settled for FY 2023. The FY 2023 department budgets do not include funding for cost-of-living increases for positions covered by those unions. The FY 2022 appropriation for this line was $858K, since there were unsettled agreements, though not as many.

Reserve Fund: The Reserve Fund line is a contingency reserve for extraordinary or unforeseen budget needs that arise during the fiscal year. Transfers from the Reserve Fund to other budget lines must be authorized by the Finance Committee. In the past, the Reserve Fund has been used to fund expenses such as unanticipated legal costs or extraordinary costs associated with snow and ice removal. The initial budget request for this line is determined through a formula, but the amount is often adjusted during the budget process. For FY 2023, the proposed Reserve Fund appropriation is $2,077,091 and remains level-funded since FY 2021. Based on historical transfers from this budget line, the Finance Committee expects that this continued level of funding will provide sufficient protection against unexpected expenses in FY 2023. To the extent that the Reserve Fund has a balance at the end of the fiscal year, the funds will flow to Free Cash for use in a future fiscal year.

B. Municipal Departments (excluding Education)

The Municipal Departments category includes 19 different budgets for operational departments, boards, and committees, as well as the municipal parking program. This report groups the Municipal Departments by functions. It is important to note that, as mentioned above, the proposed budget does not include cost-of-living salary or wage increases for positions covered by the unions which have not yet ratified agreements with the Town, specifically: Needham Building Custodians and Trades Independent Association, Needham Independent Public Employees Association, Needham Police Union, Needham Police Superior Officers Association, and Needham Fire Union. Step increases and longevity raises are included at the current year's rates. If necessary, funds for contractual salary increases during the fiscal year may be transferred to any department from the Classification, Performance & Settlements line in Townwide Expenses. The FY 2023 Department budgets include a new line within Community Services to provide funding for the Needham Council on Arts and Culture, as described below.

General Government

The FY 2023 proposed budget for all General Government departments is 5.0% higher than the FY 2022 budget.

Select Board and Office of the Town Manager: This budget is increasing 6.7%. Over 60% of this increase is due the Finance Committee's recommendation to add $50K to the expense line in order to fund the new Diversity, Equity and Inclusion (DEI) program. The program was originally planned as a pilot to be funded through separate warrant article, but the Finance Committee found that the clear intention was to develop an ongoing program that would eventually be incorporated into the operating budget. The Committee felt that it was appropriate for this program to be considered for funding in the operating budget from the outset so that it would be weighed against other budget priorities before being

established. Excluding that additional expense, the budget for the Select Board and Office of the Town Manager is increasing 2.6% due to annual salary increases for staff and some additional recruiting expenses for Human Resources.

Office of the Town Clerk: This budget is increasing by 13.2% due to typical fluctuations attributable to election-related wages and expenses. The Town will conduct three scheduled elections during FY 2023, compared to one scheduled election in the FY 2022 budget. The FY 2022 budget had represented a 7.8% decrease from the prior year.

Legal Services: This budget is level-funded for FY 2023. The Select Board appointed a law firm to serve as Town Counsel after the sad loss of David Tobin, the Town's long-serving Town Counsel. The services were not put out to bid prior to appointing the current firm as Town Counsel.

Finance Department: This budget includes a 3.9% increase. The Finance Department provides numerous services through its divisions: Accounting, Assessing, Collector, Information Technology Center (ITC), Parking Clerk, Purchasing, and Treasurer. The IT Department budget no longer includes software licensing fees that apply only to one department, though licensed software used by more than one department remains covered by the ITC budget. The IT department does, however, provide software support to the various departments. The Finance Committee supported a request to fund an additional Applications Administrator position in IT to provide added availability and consistency of support to Town departments, particularly when the current Applications Administrator is absent. The Finance Committee also supported funding for a new Student Intern position in Accounting to help with the department's additional workload during the transition between fiscal years in the summer. This internship will provide a valuable opportunity for a student to gain professional experience in municipal finance.

Finance Committee: This budget includes an increase of 5.6% due to a salary increase for existing staff and a small increase in expenses. There was no increase last year.

Planning and Community Development: This budget is increasing by 4.5%, which includes an increase in hours of the Zoning Specialist in order to provide for better support to the Zoning Board of Appeals. This position was recently reclassified from Administrative Specialist.

Public Safety

The FY 2023 budget of the Public Safety category, comprised of the Police, Fire, and Building Departments, is proposed to increase 3.9% over the FY 2022 budget. As of the date of this report, there were no settled agreements for the Police and Fire collective bargaining units. As noted above, funds have been provided in the Classification, Performance & Settlements line in Townwide Expenses for any personnel-related increases needed after the budget is approved.

Police Department: This budget is increasing 2.8%. The Police Department salary line does not include cost-of-living increases for positions covered by the Police Union or Police Superior Officers Union but does include step increases and longevity payments under the current rates. The Police Department received funding through a warrant article approved at the May 2021 Special Town Meeting for a Clinician from Riverside Community Care to provide clinical support on a half-time basis, shared with Dedham, in order to help initiate the appropriate clinical care and follow-through for individuals in need of mental health support who are in contact with the Police. The support has been invaluable to the Department, and is being included in the FY 2023 operating budget. The Finance Committee urges the Department to continue assessing the current half-time arrangement and to consider whether this service should be expanded.

Fire Department: This budget is increasing by 5.0% in FY 2023. The FY 2023 operating budget fully incorporates the salaries of the eight new firefighters who were hired with funding through the three-year SAFER grant. The FY 2022 budget included the last of the grant funds which covered 35% of the salaries of the eight firefighters for the first eight months of the fiscal year. As in other departments, this budget does not include cost-of-living increases for the positions covered by the Fire Union contract that is still under negotiation. The overtime budget for the Fire Department continues to increase since there are more staff and thus more absences to cover, as well as vacant positions that need to be covered but have been difficult to fill due to the pandemic and the cancellation of Civil Service exams. The Finance Committee supported funding the new fire records software application that will record more information than the current software and be more available in the field.

Building Department: This budget is increasing 1.1% due to contractual increases in the salary line, with no change in the expense line. The Finance Committee initiated a new priority-based budget review this year, starting with the Building Department. The Finance Committee liaison worked closely with the Building Commissioner to look carefully at the functions and priorities of the department and to review how the activities played a part in achieving those goals. This entailed some additional work, but the Finance Committee felt the Commissioner gained a more detailed understanding of each staff member's activities. The Committee plans to continue to rotate through the other departments with a similar level of review in the coming years.

Public Facilities and Public Works

The total combined budget for the Building Design & Construction Department and the Department of Public Works is increasing by 6.9% in FY 2023.

Building Design & Construction Department (BDCD): The FY 2023 BDCD budget is 8.9% lower than the FY 2022 budget due to the retirement of the longtime Director after the first quarter of FY 2022. This completes a planned two-position staff reduction in BDBC since FY 2021 following the completion of a number of substantial construction projects over recent years. There are several large building projects currently under discussion which may require reconsideration of the staffing level in this department.

Department of Public Works (DPW): The DPW budget is increasing by 7.3% in FY 2023. This department maintains the Town's infrastructure with the following divisions: Fleet, Highway, Recycling and Solid Waste, Parks and Forestry, Engineering, Building Maintenance, Administration, Water and Sewer. (The expenditures and fee revenue for the Water and Sewer Divisions are accounted for separately in enterprise funds, outside of the General Fund.) The FY 2023 DPW budget includes three new positions including: HVAC Supervisor, to help address the increased need for technical expertise in maintaining more sophisticated building systems and coordinating the HVAC work of the other staff; Civil Engineer, to address the backlog of survey and plan review work; and Highway Laborer to provide sufficient staff to run a second crew and increase productivity. The budget also funds additional hours of cleaning to cover the new Public Safety buildings on weekends. The Finance Committee also supported funding a new Outdoor Specialist position in the Parks and Forestry Division. This position was requested by the Park and Recreation Department to monitor the Town's parks and help with daily maintenance. The Finance Committee proposes that this position be part of the DPW which has access to the equipment needed for this work. The Finance Committee's proposed budget does not fund requests for additional administrative staffing in the Fleet and the Engineering Divisions or for an additional custodian in Building Maintenance. A request for additional overtime staff to assist with costs for High School early release and game days will be covered within the existing budget.

Community Services

The eight departments in the Community Services section of the budget represent less than 3% of the overall FY 2023 operating budget while providing invaluable services to residents and businesses throughout the community. These services are funded primarily through the operating budget, but many departments also secure substantial funding from fees, grants and donations, and often receive support through volunteer services. The Community Services budgets together are increasing 3.8% in FY 2023, driven by additional summer staffing and the increase in minimum wage that affects much of the summer staff in the Park and Recreation Department.

Municipal Parking Program: This budget is up 12.8% due to annual increases in leasing costs and to inflationary increases in the costs of labor and materials for contracted maintenance and repair services.

Health and Human Services (HHS): The HHS Department is made up of four divisions: Public Health, Aging Services, Youth and Family Services, and Veterans' Services. HHS also collaborates on Emergency Management functions with the Fire Department. The HHS budget is increasing 2.2% in FY 2023. While this department has been heavily involved in running services related to the COVID-19 pandemic, such costs are funded through state and federal programs and grants; the FY 2023 operating budget funds the typical department activities. HHS has continued its excellent work in providing its customary services as well as its work to combat the public health crisis. The department has run vaccine clinics, managed public health policies and information campaigns, and also worked to meet the growing need for mental health services while continuing myriad programs to meet the needs of residents and keep people safe including expanding into virtual programming. The small increase in the FY 2023 operating budget reflects annual salary increases for staff and some increases in software licensing fees.

Commission on Disabilities: No change in this small budget which provides for a stipend for the Town's staff liaison and expenses such as handicap parking signs.

Historical Commission: No change in this small budget which covers the costs of maintaining the Historic Inventory and of purchasing house plaques.

Needham Public Library: This budget is increasing 3.0% in FY 2023, primarily due to salary increases for staff. The Finance Committee supports an increase in the hours of an Administrative Assistant from part time to full time in order to provide more bandwidth and to free up the Director's time. The Finance Committee recommends funding the OverDrive electronic media subscriptions in the Library's FY 2023 operating budget. This important service, along with several other electronic media subscriptions, have been funded for years from the Library's state aid account. The Finance Committee has often considered whether or not certain costs should be included in the operating budget when there is ample money in the Library's state aid account, and the Finance Committee has discussed with the Library Trustees their recently adopted policy on the use of state aid funds. The Finance Committee agrees that, in general, core services should be funded in the annual operating budget. However, the Library's state aid provides a unique external source of funding which should be used to enhance services where appropriate rather than saved indefinitely.

Park and Recreation: The Park and Rec budget is increasing by 6.8%, primarily attributable to summer programs and the minimum wage increase which affects much of the summer staffing. The FY 2023 budget supports a request for additional summer program counsellors and a program director to build the capacity in the Town's summer programming. The additional programming will be fee-based and is expected to provide positive net revenue. Park and Rec also requested two Outdoor Specialist positions to work in the field to monitor and help maintain parks. The Finance Committee is recommending funding one such position and has added it to the DPW's Parks and Forestry Division where the person would have access to equipment needed for the work.

Memorial Park: No change in this small budget which covers the costs of American and POW flags.

Needham Council on Arts and Culture: This line has been added to provide funding for the Needham Council on Arts and Culture (NCAC) to supplement the NCAC's annual funding from the state. The NCAC operates autonomously and provides grants to projects and programs that support culture and arts in Needham. The appropriation will also allow more long-term planning for the NCAC.

C. Education

The proposed FY 2023 budget for public education, which encompasses both the Needham Public Schools operating budget and the Minuteman Regional School Assessment, is $88.6M, an increase of 4.5% over the FY 2022 budget.

Minuteman Regional High School Assessment: The assessment for FY 2023 is $1.4M, an increase of 11.2%. The assessment is based on increased enrollment from Needham (using a 4-year rolling average) and the Town's share of the Minuteman Regional Vocational Technical School District's capital costs.

Needham Public Schools: The budget for FY 2023 is $87.3M, an increase of $3.7M, or 4.4%. The School Department budget represents 42.6% of Needham's FY 2023 operating budget. The Finance Committee's proposed FY 2023 operating budget fully funds the School Committee's recommendation. Because state law allows Town Meeting to vote only the total bottom-line appropriation for the School Department, without restrictions or specific allocations, the Finance Committee's proposed budget provides a single bottom line recommendation for the School budget. However, the Finance Committee carefully reviews the Superintendent's requested budget and the School Committee's recommendation in considerable detail.

Unlike many prior years when enrollment growth has led to budget increases in the School Department budget, enrollment is remaining relatively level following a sudden decline at the start of the pandemic. Enrollment in the Needham Public Schools dropped by 221 students in school year 2020-2021 compared to the prior school year. Along with fewer new students enrolled in kindergarten and pre-K, student cohorts currently in grades 7 and 8 exhibited a sizeable number of demits (i.e. students unenrolling from the Needham Public Schools) relative to 2019-2020 enrollment when the same students were in grades 5 and 6. Enrollment increased in most other student cohorts this year but continued to decline among these two cohorts. Though some modest increases in enrollment overall are projected in the coming years, enrollment is not expected to reach pre-pandemic levels for over a decade.

The School budget increase for FY 2023 is driven primarily by contractual annual salary increases for existing staff, and by the significant number of positions being added to the Department. Salaries make up the largest part of the School budget, accounting for approximately 85% of the total budget. Contractual salary increases account for over 50% of the School budget increase for FY 2023. The contractual step and cost-of-living increases have remained within sustainability benchmarks. It is important to note that this budget line does not include the costs for health insurance and certain other benefits for School Department employees, which are included in Townwide Expenses. (Teacher pensions are provided by the Massachusetts Teachers' Retirement System and not through the Town.) The School Department budget also does not include school building costs such as maintenance, energy, or debt costs.

The School Department's FY 2023 budget includes funding for 25.82 additional full-time equivalent (FTE) positions. This is an extraordinary amount and is needed to meet the increasing demand for student support services and special education, driven to a great extent by the pandemic. The school district has recently experienced an increase in the number and severity of mental health and behavioral issues as well as issues stemming from the disruption of learning that are all causing a growing need for academic intervention and learning support. 14 of the new FTEs will be addressing special education and student interventions and support, and will also aim to ease caseloads for counselors and nurses. Another 2.5 FTEs are being added to provide math and literacy support. A number of these new positions have already

been introduced on a temporary basis using federal pandemic-relief funds, and have been deemed necessary to address ongoing needs. 4 additional FTEs, including classroom teachers and specialists (e.g., music, art and wellness teachers), are being added in the elementary schools to reduce class sizes. Some shifting of staff among schools will also be undertaken to help reduce class sizes. 5 FTEs are being added to expand the math curriculum leadership, to provide clerical support to the School Administration, and to provide additional support for the world language and performing arts programs in the High School.

III. Closing Comments and Acknowledgements

The Finance Committee remains impressed by the hard work and dedication of managers, staff, and volunteers, as well as the elected and appointed officials across Needham for their ability to keep the Town not only functioning, but also continuing to thrive throughout the course of the COVID-19 pandemic. As we saw over the past two years, many people have had to work harder than ever and to adapt to changing circumstances with little or no precedence. We are optimistic that though the challenges of the COVID-19 pandemic may persist for a while longer, the worst of the pandemic is behind us.

As a result of the waning pandemic, the Finance Committee's proposed budget for FY 2023 is based on revenue estimates that are stronger than last year while remaining conservative. Our proposed budget will provide the resources needed to sustain or improve the high level of services that local residents and businesses currently enjoy while maintaining our infrastructure and funding certain capital needs.

I would like to recognize the outstanding work of Town and School Administration, the Directors of Finance for the Town and Schools, and the department heads and managers who all worked closely with the Finance Committee throughout the budgeting process and in preparation for Town Meeting. The Finance Committee greatly values the candid discussions with the various managers who provide useful information and help to the Finance Committee as it seeks to evaluate and balance competing operational needs. The Finance Committee would also like to recognize the residents who commit their time and expertise to serve our community through elected and appointed positions. We could not accomplish our mission as effectively without their hard work and cooperative spirit.

I would also like to thank each member of the Finance Committee for their diligence and meticulous work in reviewing Town finances, balancing the budget, and assessing the Town's capital plans and investments. I feel honored to serve alongside such intelligent and talented people as we craft the annual budget proposal and seek to make financial recommendations that will serve the best interests of the Town and its residents.

Respectfully submitted on behalf of the Finance Committee,

Joshua W. Levy, Chair

Committee Members:
John Connelly, Vice Chair
Barry J. Coffman
Carol Smith Fachetti
James Healy
Thomas M. Jacob
Richard Lunetta
Louise L.E. Miller

Richard Reilly
Louise Mizgerd, Analyst

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Summary of Revenues
FY2021 - FY2023
General Fund Only

	FY2021	FY2022	FY2023
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	$6,411,333	$4,880,000	$5,560,000
Solid Waste Disposal Fees	$1,448,570	$950,000	$1,200,000
Departmental Activities	$5,841,677	$4,395,000	$4,675,000
Fines & Forfeits & Assessments	$60,974	$0	$0
Investment Income	$228,969	$150,000	$150,000
Medicaid	$2,319	$0	$0
Miscellaneous Revenue	$3,282	$0	$0
Miscellaneous Non-recurring	$592,701	$0	$0
SUB-TOTAL	**$14,589,825**	**$10,375,000**	**$11,585,000**
Property Taxes & State Aid			
Real & Personal Property Tax Levy	$162,438,801	$170,833,899	$179,159,468
Cherry Sheet Revenue (State Aid)	$13,695,326	$13,961,831	$14,315,834
SUB-TOTAL	**$176,134,127**	**$184,795,730**	**$193,475,302**
Use of Other Available Funds & Free Cash			
Free Cash	$7,862,473	$11,526,630	$15,842,329
Overlay Surplus	$1,350,000	$150,000	$2,000,000
Other Available Funds	$21,390	$7,604	$440,485
Transfer from other Articles	$25,500	$1,096,016	$0
Reserved for Debt Exclusion Offset	$96,057	$71,176	$32,328
SUB-TOTAL	**$9,355,420**	**$12,851,426**	**$18,315,142**
Total General Fund Revenue	**$200,079,371**	**$208,022,156**	**$223,375,444**
Adjustments to General Fund Revenue			
Enterprise & CPA Reimbursements	$2,755,058	$2,428,812	$2,219,632
Total Revenue Available for General Fund Uses	**$202,834,429**	**$210,450,968**	**$225,595,076**

Account Balances

Athletic Facility Improvement Fund	As of March 30, 2022	$976,099
Capital Facility Fund	As of March 30, 2022	$1,923,260
Capital Improvement Fund	As of March 30, 2022	$1,097,879
Debt Service Stabilization Fund	As of March 30, 2022	$2,155,671
Free Cash	As of March 30, 2022	$16,952,126
Overlay Surplus	As of March 30, 2022	$2,000,000
Parking Meter Fund	As of March 30, 2022	$379,223
Stabilization Fund	As of March 30, 2022	$4,527,570

Summary of Expenditures
FY2021 - FY2023
General Fund Only

	FY2021	FY2022	FY2023
Town Wide Group	**$58,506,573**	**$63,019,023**	**$65,953,277**
Department Budgets			
Select Board/Town Manager	$1,067,601	$1,232,892	$1,315,405
Town Clerk/Board of Registrars	$452,709	$431,162	$488,266
Town Counsel	$325,323	$329,140	$329,140
Finance Department	$3,407,568	$3,600,737	$3,742,142
Finance Committee	$40,138	$41,082	$43,364
Planning and Community Development	$572,773	$528,854	$552,799
Police Department	$6,942,888	$7,688,282	$7,901,280
Fire Department	$8,826,114	$9,413,465	$9,884,326
Building Department	$659,697	$839,582	$848,757
Minuteman Regional High School	$1,112,549	$1,230,287	$1,367,739
Needham Public Schools	$79,650,229	$83,603,397	$87,277,798
Building Design & Construction	$472,986	$392,287	$357,564
Department of Public Works	$17,135,819	$17,698,835	$18,987,257
Municipal Parking Program	$128,274	$134,592	$151,818
Health and Human Services	$2,175,165	$2,368,871	$2,420,292
Commission on Disabilities	$1,515	$2,050	$2,050
Historical Commission	$0	$1,050	$1,050
Library	$1,799,772	$2,055,276	$2,116,799
Park & Recreation	$769,486	$1,189,203	$1,269,964
Memorial Park	$750	$750	$750
Needham Council for Arts and Culture	$0	$0	$8,300
Department Budget Total	**$125,541,356**	**$132,781,794**	**$139,066,860**
Total Budget	**$184,047,929**	**$195,800,817**	**$205,020,137**
Other Appropriations			
General Fund Cash Capital	$3,939,433	$6,849,744	$14,030,814
Other Financial Warrant Articles	$1,869,177	$2,034,337	$1,547,000
Transfers to Other Funds	$544,698	$1,569,083	$1,246,461
Total Other Appropriations	**$6,353,308**	**$10,453,164**	**$16,824,275**
Non-Appropriated Expenses	**$2,974,854**	**$4,196,987**	**$3,750,664**
Total General Fund Expenses	**$193,376,091**	**$210,450,968**	**$225,595,076**

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Line #	Description	FY2021 Expended	FTE*	FY2022 Budget	FTE*	FY2023 Finance Committee Rec.	FTE*	%
Townwide Expenses								
1	Casualty, Liability, Property & Self-insurance Program	667,584		758,900		834,262		
2	Debt Service	21,091,658		20,764,142		20,198,294		
3	Group Health Insurance, Employee Benefits & Administrative Costs	15,925,132		16,462,059		17,255,396		
4	Needham Electric, Light & Gas Program	3,509,568		3,858,097		4,121,023		
5	Retiree Insurance & Insurance Liability Fund	7,197,713		7,426,237		7,844,474		
6	Retirement Assessments	9,368,084		10,417,439		11,407,096		
7	Workers Compensation	746,833		828,731		732,070		
8	Injury on Duty & 111F					151,105		
9	Classification Performance & Settlements	Transfers only		426,327		1,332,466		
10	Reserve Fund	Transfers only		2,077,091		2,077,091		
	Townwide Expense Total	58,506,573		63,019,023	0.0	65,953,277	0.0	4.7%
Select Board and the Office of the Town Manager								
11A	Salary & Wages	937,843	9.0	1,040,373	10.0	1,060,329	10.0	
11B	Expenses	129,758		192,519		255,076		
	Total	1,067,601	9.0	1,232,892	10.0	1,315,405	10.0	
Office of the Town Clerk								
12A	Salary & Wages	397,426	4.0	367,637	4.0	406,546	4.0	
12B	Expenses	55,283		63,525		81,720		
	Total	452,709	4.0	431,162	4.0	488,266	4.0	
Legal Services								
13A	Salary & Wages				0.0		0.0	
13B	Expenses	325,323		329,140		329,140		
	Total	325,323		329,140	0	329,140	0	
Finance Department								
14A	Salary & Wages	2,041,300	24.0	2,181,197	24.0	2,315,869	25.0	
14B	Expenses	1,273,020		1,324,540		1,331,273		
14C	Capital	93,249		95,000		95,000		
	Total	3,407,568	24.0	3,600,737	24.0	3,742,142	25.0	
Finance Committee								
15A	Salary & Wages	39,677	0.5	39,682	0.5	41,904	0.5	
15B	Expenses	461		1,400		1,460		
	Total	40,138	0.5	41,082	0.5	43,364	0.5	
Planning and Community Development								
16A	Salary & Wages	544,414	6.4	494,404	5.4	515,949	5.5	
16B	Expenses	28,359		34,450		36,850		
	Total	572,773	6.4	528,854	5.4	552,799	5.5	
	General Government	5,866,112	43.9	6,163,867	43.9	6,471,116	45.0	5.0%
Police Department								
17A	Salary & Wages	6,345,278	63.0	7,160,476	63.0	7,135,569	63.0	
17B	Expenses	334,221		414,650		507,827		

17C	Capital	263,388		113,156		257,884		
	Total	6,942,888	63.0	7,688,282	63.0	7,901,280	63.0	
Fire Department								
18A	Salary & Wages	8,469,678	76.0	8,979,502	78.0	9,403,525	80.0	
18B	Expenses	338,437		401,179		445,467		
18C	Capital	18,000		32,784		35,334		
	Total	8,826,114	76.0	9,413,465	78.0	9,884,326	80.0	
Building Department								
19A	Salary & Wages	647,418	9.8	788,542	9.8	797,717	9.8	
19B	Expenses	12,279		51,040		51,040		
	Total	659,697	9.8	839,582	9.8	848,757	9.8	
	Public Safety	16,428,699	148.8	17,941,329	150.8	18,634,363	152.8	3.9%
Minuteman Regional High School Assessment								
20	Assessment	1,112,549		1,230,287		1,367,739		
	Total	1,112,549	0.0	1,230,287	0.0	1,367,739	0.0	
Needham Public Schools								
21	Needham Public School Budget	79,650,229	808.4	83,603,397	816.3	87,277,798	842.1	
	Total	79,650,229	808.4	83,603,397	816.3	87,277,798	842.1	
	Education	80,762,778	808.4	84,833,684	816.3	88,645,537	842.1	4.5%
Building Design & Construction Department								
22A	Salary & Wages	461,925	5.0	377,112	3.3	342,389	3.0	
22B	Expenses	11,061		15,175		15,175		
	Total	472,986	5.0	392,287	3.3	357,564	3.0	
				0				
Department of Public Works								
23A	Salary & Wages	9,013,508	119.0	9,740,095	121.0	10,270,980	125.0	
23B	Expenses	7,172,270		7,351,890		8,167,639		
23C	Capital	149,330		178,000		115,499		
23D	Snow and Ice	800,711		428,850		433,139		
	Total	17,135,819	119.0	17,698,835	121.0	18,987,257	125.0	
	Public Facilities and Public Works	17,608,805	124.0	18,091,122	124.3	19,344,821	128.0	6.9%
Municipal Parking Program								
24	Program	128,274		134,592		151,818		
	Total	128,274	0.0	134,592	0.0	151,818	0.0	
Health and Human Services Department								
25A	Salary & Wages	1,815,797	18.4	1,946,383	18.7	1,985,557	18.7	
25B	Expenses	359,368		422,488		434,735		
	Total	2,175,165	18.4	2,368,871	18.7	2,420,292	18.7	
Commission on Disabilities								
26A	Salary & Wages	1,500		1,500		1,500		
26B	Expenses	15		550		550		
	Total	1,515	0.0	2,050	0.0	2,050	0.0	
Historical Commission								
27	Historical Commission	0		1,050		1,050		
	Total	0	0.0	1,050	0.0	1,050	0.0	
Public Library								
28A	Salary & Wages	1,432,841	15.0	1,680,645	15.0	1,725,936	16.0	
28B	Expenses	366,932		374,631		390,863		
	Total	1,799,772	15.0	2,055,276	15.0	2,116,799	16.0	
Park and Recreation Department								
29A	Salary & Wages	583,470	4.6	967,003	4.6	1,031,628	4.6	
29B	Expenses	186,017		222,200		238,336		

	Total	769,486	4.6	1,189,203	4.6	1,269,964	4.6	
Memorial Park Trustees								
30	Memorial Park Trustees	750		750		750		
	Total	750	0.0	750	0.0	750	0.0	
Needham Council for Arts and Culture								
31	Needham Council for Arts and Culture					8,300		
	Total	0	0.0	0	0.0	8,300	0.0	
	Community Services	4,874,963	38.0	5,751,792	38.3	5,971,023	39.3	3.8%
	Department Budget Total	125,541,357	1,163.1	132,781,794	1,173.6	139,066,860	1,207.2	4.7%
	Total Operating Budget	184,047,929		195,800,817		205,020,137		4.7%

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WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2022
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Center at the Heights, 300 Hillside Avenue
Precinct B	-	Center at the Heights, 300 Hillside Avenue
Precinct C	-	Newman School Gymnasium, 1155 Central Avenue
Precinct D	-	Newman School Gymnasium, 1155 Central Avenue
Precinct E	-	Needham Golf Club, 49 Green Street
Precinct F	-	Rosemary Recreation Complex, 178 Rosemary Street
Precinct G	-	Rosemary Recreation Complex, 178 Rosemary Street
Precinct H	-	Needham Golf Club, 49 Green Street
Precinct I	-	Town Hall, Powers Hall, 1471 Highland Avenue
Precinct J	-	Town Hall, Powers Hall, 1471 Highland Avenue

on TUESDAY, THE TWELFTH DAY OF APRIL 2022

from seven o'clock in the forenoon until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Non-Veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
Two Members of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Commissioner of Trust Funds for Three Years;
Two Members of Park and Recreation Commission for Three Years;
Twenty-four Town Meeting Members from Precinct A;
Twenty-four Town Meeting Members from Precinct B;
Twenty-four Town Meeting Members from Precinct C;
Twenty-four Town Meeting Members from Precinct D;
Twenty-four Town Meeting Members from Precinct E;

Twenty-four Town Meeting Members from Precinct F;
Twenty-four Town Meeting Members from Precinct G;
Twenty-four Town Meeting Members from Precinct H;
Twenty-four Town Meeting Members from Precinct I;
Twenty-four Town Meeting Members from Precinct J.

and you are also required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on MONDAY, THE SECOND DAY OF MAY 2022

at seven thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

Warrant for the Annual Town Meeting
Monday, May 2, 2022, at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2022, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$75,727
Town Clerk with 6 years of service in that position	$113,953 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $9,117, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $75,873. The annual salary of $113,953 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,834. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $16,567; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: In accordance with Massachusetts General Law Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive

compensation. The Town Clerk salary has been separated into two categories: newly elected Town Clerk and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Select Board have remained unchanged since 1977.

FINANCE ARTICLES

ARTICLE 4: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Property Tax Assistance Program helps elderly and disabled taxpayers in need. This appropriation complements donations by private parties to the "Voluntary Tax Relief Program" authorized by statute. The goal of the Select Board is to set a target annual appropriation for the Property Tax Assistance Program at least equal to the amount of private contributions to the voluntary program during the preceding fiscal year. The voluntary fund received $21,225 in fiscal year 2021.

ARTICLE 5: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,000,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Overlay Surplus and that $600,000 be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This recurring warrant article funds the annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, electrical and mechanical systems, HVAC, lighting, flooring, carpentry work, and other repairs and upgrades.

ARTICLE 6: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Affordable Housing Trust
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Small Repair Grant Program provides financial assistance to low- and moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to $5,000 in grant funding is available per participant, and applications will be evaluated and prioritized based on the extent of the health and safety problems and the financial need of the applicants. Eligible applicants must be 60 years or older, or have a disability, with incomes at or below 80% of area median income. Eligible work items include minor plumbing or electrical work, light carpentry, doorbell switches, window or door repairs or replacements, railing repairs, broken or clogged gutters or downspouts, step or porch improvements, work on locks, smoke CO detectors, weather stripping, bathroom grab bars, raised toilets, and hand-held shower heads, among others.

ARTICLE 7: APPROPRIATE FOR RTS SERVICE DELIVERY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding a solid waste disposal and recycling service delivery study, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Select Board adopted a goal to evaluate the service delivery model of the Recycling Transfer Station prior to recommending any significant capital investment in the facility. The study would evaluate trash and recycling options including curbside pick-up, remaining drop-off, or a combination of the two, and will identify associated infrastructure and staffing needs and costs.

ARTICLE 8: APPROPRIATE FOR PARKING STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $135,000 for the purpose of funding a parking study in Needham Center and Needham Heights, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Parking Meter Fund; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Select Board voted to seek funding for a study of the parking needs in Needham Center and Needham Heights. The purpose of the study is to help guide decision-making with respect to public parking options aligned with streetscape improvements, outdoor dining, and overall community

interest in pedestrian-friendly and age-friendly amenities and infrastructure. Alternative payment options will be reviewed.

ARTICLE 9: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $12,000 for the payment of unpaid bills of previous years, incurred by the departments, boards, and officers of the Town of Needham, said sum to be spent under the direction of the Town Manager, and that $12,000 be transferred from Free Cash; or take any other action relative thereto.

Department	Vendor	Description of Goods/Service	Fiscal Year	$ Amount
Building Department	Commonwealth of Massachusetts	Weights & Measures	2021	$12,000
Total				$12,000

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: State law requires Town Meeting action for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation. The above bill was presented for payment after the close of fiscal year 2021.

ARTICLE 10: APPROPRIATE THE FY2023 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,625,000 from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $32,328, and $969,632 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages 19-21.

ARTICLE: 11: APPROPRIATE THE FY2023 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$890,210	11.0	$1,041,733	11.0	$1,080,247	11.0	
201B	Expenses	$409,924		$513,076		$770,691		
201C	Capital Outlay	$45,000		$51,000		$51,000		
201D	MWRA Assessment	$6,399,895		$6,614,690		$6,822,134		
201E	Debt Service	$645,377		$610,000		$610,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,390,406**	**11.0**	**$8,865,499**	**11.0**	**$9,369,072**	**11.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						5.7%	

and to meet this appropriation that $8,017,144 be raised from Sewer Enterprise Fund receipts, and that $569,000 be transferred from Sewer Enterprise Fund Retained Earnings, and that $782,928 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 3,958 sewer manholes, and ten sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 24 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in ten pumping facilities located throughout Town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snowstorms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment. The Town's drainage infrastructure consists of approximately 90 miles of various size drainage pipes, 4,225 catch basins, 1,392 drainage manholes, and 295 drainage discharges.

The recommended operating budget of $9,369,072 for fiscal year 2023 is $503,573 more than the fiscal year 2022 budget, a 5.7% increase. However, the recommended budget for fiscal year 2023 includes $195,000 which was appropriated under a separate warrant article for fiscal year 2022 for National Pollutant Discharge Elimination System (NPDES) Permit Compliance expenses. Those expenses are recurring in nature and therefore in agreement with the Finance Committee, the expenses are now included

in the operating budget rather than in a sperate warrant article. So, the recommended operating budget for fiscal year 2023 of $9,369,072 should be compared to the combination of the fiscal year 2022 appropriated operating budget of $8,865,499 and the $195,000 that was appropriated under article 16 of the May 2021 Special Town Meeting for a total of $ $9,060,499. We will refer to the $9,060,499 figure as the Restated fiscal year 2022 Sewer Budget This would represent an increase of 3.4%, or $308,573. This increase is primarily due to a $207,444 increase in the preliminary MWRA assessment for the Town's sewerage and wastewater disposal. The MWRA increase accounts for more than 2/3rds of the total increase in the fiscal year 2023 budget compared to the restated fiscal year 2022 sewer budget. The $6,822,134 assessment represents a 3.1% increase over fiscal year 2022. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff. However, the costs not associated with sewer operations are funded by taxation and not by sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year as restated.

Budget Line	FY2023 Sewer Operations	FY2023 Drains Program	FY2023 Recommended Budget	FY2022 Sewer Operations	FY2022 Drains Program	FY2022 Sewer Budget
Salary & Wages	$672,410	$407,837	$1,080,247	$690,337	$351,396	$1,041,733
Expenses	$395,600	$375,091	$770,691	$338,104	$174,972	$513,076
Capital Outlay	$51,000	$0	$51,000	$51,000	$0	$51,000
MWRA Assessment	$6,822,134	$0	$6,822,134	$6,614,690	$0	$6,614,690
Debt Service	$610,000	$0	$610,000	$610,000	$0	$610,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,586,144	$782,928	$9,369,072	$8,339,131	$526,368	$8,865,499

Budget Line	FY2023 Sewer Operations	FY2023 Drains Program	FY2023 Recommended Budget	FY2022 Sewer Operations	FY2022 Drains Program including $195,000 NPDES Funding	Restated FY2022 Sewer Budget
Salary & Wages	$672,410	$407,837	$1,080,247	$690,337	$351,396	$1,041,733
Expenses	$395,600	$375,091	$770,691	$338,104	$369,972	$708,076
Capital Outlay	$51,000	$0	$51,000	$51,000	$0	$51,000
MWRA Assessment	$6,822,134	$0	$6,822,134	$6,614,690	$0	$6,614,690
Debt Service	$610,000	$0	$610,000	$610,000	$0	$610,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,586,144	$782,928	$9,369,072	$8,339,131	$721,368	$9,060,499

FY2023 Compared to the Restated FY2022 Budget	FY2023 Sewer Operations $ Change	FY2023 Drains Operations $ Change	FY2023 Sewer Enterprise $ Change	FY2023 Sewer Operations % Change	FY2023 Drains Operations % Change	FY2023 Sewer Enterprise % Change
Salary & Wages	-$17,927	$56,441	$38,514	-2.6%	16.1%	3.7%
Expenses	$57,496	$5,119	$62,615	17.0%	1.4%	8.8%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$207,444	$0	$207,444	3.1%		3.1%
Debt Service	$0	$0	$0	0.0%		0.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	$247,013	$61,560	$308,573	3.0%	8.5%	3.4%

The fiscal year 2023 sewer operations portion of the budget is $247,013 higher, an increase of 3.0% over the current year. As noted above, the MWRA assessment increase is the primary driver of the change for fiscal year 2023. The fiscal year 2023 drains operations portion of the budget is $61,560 more than the fiscal year 2022 allocation, an increase of 8.5% over the fiscal year 2022 restated budget.

The total salary and wages line is $1,080,247 for fiscal year 2023, an increase of $38,514 (3.7%). The Sewer Division has 11 full-time employees all of whom are members of the NIPEA union. The increase is due to changes in personnel and that all the current employees in the division are eligible for step increases. A successor agreement with the union had not been reached at the time of publication; any funding that may be required as a result of an agreement will be addressed at a subsequent town meeting.

The total expense line for fiscal year 2023 is $770,691 which is $62,615 or 8.8% more than the fiscal year 2022 budget as restated. Approximately 42% of the increase ($26,130) is due to higher costs for maintenance and repair services. The request is reflective of current contracts and inflationary pressures. Building, equipment, and public works supplies increased by $13,726 (approximately 22% of the total increase), of which $10,409 is for sewer pump replacement parts and supplies. Energy expenses (electric and natural gas) to operate the sewer pump stations are $10,517 more than the current year, and fuel cost for sewer vehicles and equipment is $4,399 higher. The increase in fuel costs is not reflective of the changes in prices (much higher) since last fall. Contracted services for maintenance, repairs, sweeping, collection, and disposal of catch basin debris are $7,443 more than fiscal year 2022. The balance of the increase for next year ($400) is related to communication expenses.

The operating capital line is leveled at $51,000 for fiscal year 2023. This budget line pays for grinder replacements and allows the department to continue its annual allocation for sewer pump and small power equipment replacement.

The reserve fund is level dollar for fiscal year 2023. The sewer debt service budget line is also level dollar for fiscal year 2023 at $610,000. Last year the debt service budget was reduced by $600,000 from $1,500,000 to $900,000. The budget plan relies on $569,000 in sewer retained earnings for fiscal year 2023 operating budget. The $782,928 to be transferred from the tax levy is to pay for drains-related programs; the tax levy contributed $526,368 to the enterprise fund and $195,000 to fund the warrant article last year for a combined total of $721,368. The transfer for fiscal year 2023 results in a net increase of $61,560.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations, and the general fund payment supports the drains program.

ARTICLE 12: APPROPRIATE THE FY2023 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,187,267	17.0	$1,457,409	17.0	$1,492,528	17.0	
301B	Expenses	$986,127		$1,294,764		$1,361,349		
301C	Capital Outlay	$15,000		$40,000				
301D	MWRA Assessment	$1,122,902		$1,670,433		$1,464,186		
301E	Debt Service	$1,244,543		$1,250,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,555,839**	**17.0**	**$5,787,606**	**17.0**	**$5,643,063**	**17.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						-2.5%	

and to meet this appropriation that $5,643,063 be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field. The well field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the MetroWest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 143.5 miles of water mains, 1,344 public and private hydrants, 3,231 water gate valves, and 10,069 water service connections. This system supports 15,508 installed meters as of June 30, 2021.

The overall operating budget for fiscal year 2023 is $5,643,063 or $144,543 (2.5%) less than the FY2022 budget. The lower budget is largely due to the $206,247 decrease in the MWRA assessment for the Town's use of water and the $40,000 reduction in operating capital. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the fiscal year2023 water assessment is based on calendar year 2021 water use. The Town's use of MWRA water was down by 17.3% from the prior year, 321 million gallons compared to 388 million gallons of water. During calendar year 2020, approximately 29.7% of the total water production came from the MWRA; during calendar year 2021, 27.1% of production came from the MWRA (see table). The preliminary water assessment for fiscal year 2023 is $1,464,186 which is a decline of approximately 12.4% in the assessment. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	CY2019	CY2020	CY2021
Water Production*	1,174.2	1,305.6	1,185.0
Water Production from MWRA	266.2	387.8	320.7
Water Production from Town Wells	908.0	917.8	864.3
Percentage from MWRA	22.7%	29.7%	27.1%
*millions of gallons			
Water meters replaced**	1,591	385	564
Percentage of the total number of water meters in place for that year	10.3%	2.5%	3.6%

** Note: The lower number of meters replaced was due to COVID-19 restrictions.

The fiscal year 2023 salary and wage expense line is $1,492,528, an increase of $35,119 (2.4%) over the current budget. The water enterprise has 17 full-time employees, of whom 13 are unionized. Twelve employees are members of the NIPEA union, and one employee is a member of the ITWA union. The collective bargaining agreement with the NIPEA union expires on June 30, 2022, and as of the time of the budget submission a successor agreement has not been reached. The collective bargaining agreement with the ITWA union does not expire until June 30, 2024. The budget includes step and longevity increases for the employees who are members of the unions, based on the collective bargaining agreements, and for non-represented personnel in accordance with the Town's personnel policies.

The water expense line of $1,361,349 is $66,585 higher than the fiscal year 2022 budget, approximately 5.1% more. The cost of electricity and natural gas are higher with a combined increase of $48,979 accounting for approximately 74% of the total increase. The cost of fuel for vehicles and equipment is also higher by $11,020, an increase of more than 29.1% from the current year. However, the increase in fuel costs is not reflective of the changes in prices (much higher) since last fall. The cost of supplies for water treatment chemicals has been budgeted based on an estimated increase of 3.5% over the current supply contract pricing. The Town anticipates similar price increases for water system parts, such as gate valves, hydrants, water main sleeves, and brass and copper fittings. The combined increase is $12,803. Contracted and other services have increased by $7,183, primarily for electrical and mechanical related services. However, those increases were mitigated by decreases in professional services and software licensing of $13,400.

The operating capital line for fiscal year 2023 has no funding requested, a decrease of $40,000. The debt service line is level funded at $1,250,000. The Town has several large-scale water infrastructure projects that will impact the enterprise debt budget in the out years. The water reserve fund – at $75,000 – is level dollar for fiscal year 2023.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 13: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter, or make specific repairs upon all or portions of various Town ways and authorize the

expenditure of funds received, provided, or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. The preliminary Chapter 90 allocation for fiscal year 2023 is $912,849. Unless circumstances require otherwise, this Chapter 90 allocation will be directed to the design and construction of the next phase of the downtown infrastructure improvement project including design and construction of Quiet Zone compliant infrastructure at railroad grade crossings.

ARTICLE 14: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2023 beginning on July 1, 2022, for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½; or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000
Youth Services Programs	Health and Human Services Department	$25,000

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Aging Services Programs	Health and Human Services Department	$90,000

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section 53E1 2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 15: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated fiscal year 2023 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$1,385,308
C. Community Housing Reserve	$809,400
D. Historic Resources Reserve	$28,050
E. Open Space Reserve	$404,700

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open

space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. The CPC has voted to increase the amount set aside in the Community Housing Reserve to a minimum of 20% of the estimated revenue for the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Fund.

ARTICLE 16: APPROPRIATE TO COMMUNITY PRESERVATION FUND SUPPLEMENT

To see if the Town will vote to raise and/or transfer an additional sum pursuant to Massachusetts General Law Chapter 44B to set aside $29,067 for future appropriation to the Historic Resources Reserve, $24,375 to the Open Space Reserve, and $48,749 to the Community Housing Reserve, and that to meet this appropriation that $102,191 be transferred from the fiscal year 2022 CPA General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: During fiscal year 2022, the Town received additional State matching funds, and as a result the appropriations to the reserve categories were insufficient to satisfy the 10% requirement. This article ensures that the reserves are funded at the legally required amount. The CPC has voted to continue to set aside a higher amount for the Community Housing Reserve, at 20% of the total estimated receipts for fiscal year 2022.

ARTICLE 17: APPROPRIATE FOR NHA PRE-DEVELOPMENT LINDEN CHAMBERS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,386,000 for the purpose of funding pre-development costs for the Linden Chambers housing project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Needham Housing Authority (NHA) is requesting funding to engage a firm to prepare the preliminary design work required to obtain zoning relief and complete other due diligence (e.g., geo-tech borings, traffic studies, schematic designs, etc.) to better position the Linden Chambers developments to receive funds from outside sources. The requested CPA funds may also be used to create and explore options for temporary tenant relocation during the construction period.

ARTICLE 18: APPROPRIATE FOR NHA PROPERTY SURVEY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $81,978 for the purpose of funding a property survey for the Needham Housing Authority (NHA) at the High Rock Estates site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *The Needham Housing Authority is requesting funding to complete a property conditions report for the Needham Housing Authority's federally subsidized, deeply low-income housing development at the High Rock Estates site. The report is a prerequisite for applying to the U.S. Department of Housing and Urban Development for the approval of the repositioning of NHA's High Rock Estates site, a federal housing development. The repositioning would substantially increase the property's operating income, unlock capital improvement dollars, and contribute to the redevelopment of the 60 High Rock Estates bungalows into 60 duplexes.*

ARTICLE 19: APPROPRIATE FOR COMMUNITY FARM GROWING BEDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for the purpose of funding the construction of growing beds at the Needham Community Farm, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Open Space Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *The Needham Community Farm is requesting funding to construct 150, 4 by 12-foot garden beds for growing vegetables and flowers using organic practices. Seasonal rental would be offered, with priority to Needham residents, and to others depending on demand. The project would occupy 3/4 of an acre and would be fenced. Site access would be improved to allow disabled access to the beds, with 15 beds elevated for wheelchair-bound usage. The site would be regraded for improved drainage, with a shed constructed for tool storage, and access to water supply installed. Construction would begin in July 2022 for initial use in the 2023 growing season.*

ARTICLE 20: APPROPRIATE FOR HIGH SCHOOL TENNIS COURTS DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for design and engineering costs associated with the reconstruction of the High School Tennis Courts, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *The requested funding would support funds to design the repair or replacement of the existing tennis courts at Needham High School. This project will evaluate the current condition of the tennis courts and provide design options for both a resurfacing project and a full renovation. Once feedback has been received by the community, these funds will also be used to complete all design documents for the project.*

ARTICLE 21: APPROPRIATE FOR EMERY GROVER RENOVATION

To see if the Town will vote to appropriate $19,400,000 for the renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $4.500,000 be transferred from Free Cash, that $1,000,000 be transferred from Overlay Surplus, that $2,000,000 be transferred from CPA Free Cash, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $11,900,000 under M.G.L., Chapter 44, Section 7, M.G.L. Chapter 44B, or any other enabling authority; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee & Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This project includes the historic renovation of the Emery Grover exterior, as well as renovation and modernization of the interior, and has been reduced in scope to fit within the existing structure of the building. The revised concept reduced overall square footage from 34,717 to 21,108 to reflect more efficient use of shared space, construction of common work areas, and relocation of the educational technology head end room function to other school buildings. This project also includes the temporary use of the Hillside Elementary School as swing space for school administration personnel during construction. This historic renovation project is eligible for Community Preservation Act (CPA) funds as a local, state, and national historic resource. The October 25, 2021, Special Town Meeting appropriated $1,475,000 in design funding. Because of the time frame for the project, Town Meeting approval of an emergency preamble will be requested.

CAPITAL ARTICLES

ARTICLE 22: APPROPRIATE FOR HILLSIDE SCHOOL HEATING REPAIRS AND UPGRADES

To see if the Town will vote to raise and/or transfer and appropriate the sum of $275,000 for the purpose of upgrading the heating system at the Hillside School, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This funding request will support the purchase and installation costs to partially upgrade the heating system at the Hillside School so that it can be maintained, and operate in an efficient, and reliable manner. The Hillside School currently uses two cast iron boilers to heat the building. The boilers were installed during a renovation in 1998 and have surpassed their 20-year life cycle. Due to the age of the boilers, many parts necessary for continued maintenance are no longer manufactured, causing repair to become increasingly difficult. While Hillside is no longer being used as a school, it is still in use as swing space, most recently by the Police Department. The current heating system has failed and was not operational for periods during the past two heating seasons. The continued heating plant operation of the building is necessary to prevent the building from freezing and causing major damage. The construction

portion of the project will be coordinated with the renovation to allow for continued use as swing space by the School Department.

ARTICLE 23: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $3,191,314 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Bigbelly Trash Receptacles	$135,000	
Community Services	Center at the Heights Generator Installation	$27,000	
Community Services	Center at the Heights Space Utilization Study	$75,000	
Community Services	Library Technology	$26,280	
General Government	Geographic Information System	$120,000	
General Government	Town Offices Replacement Furniture	$25,000	
Public Safety	Personal Protective Equipment	$53,174	
Public Safety	Public Safety Mobile Devices	$50,000	
Public Schools	Roof Top Unit Replacement (Broadmeadow & Eliot Schools)	$817,750	
Public Schools	School Copier Replacement	$53,275	
Public Schools	School Furniture & Musical Equipment	$25,000	
Public Schools	School Technology Replacement	$437,000	
Public Works	Public Works Mobile Devices	$50,000	
Public Works	Recycling and Transfer Station Property Improvements	$47,500	
Public Works	Traffic Improvements	$50,000	
Multiple	Fleet Program	$1,124,335	
		$3,116,314	

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information:

Bigbelly Trash Receptacles

This funding request will support the acquisition of eight additional Bigbelly trash receptacles for use at locations that are currently served by traditional barrels. Locations under consideration include Walker Gordon Field, the Dog Park, Riverside Park, Mills Field (two units), Cricket Field, Perry Park, and the Reservoir Trail. The Town purchased 12 Bigbelly trash and five trash recycling receptacles in 2019 and deployed them to DeFazio Park, Memorial Park and Greene's Field as part of a four-month (July-November) pilot program. The objectives of the pilot were to determine if the Bigbellys could address issues commonly associated with municipal waste management. Benefits seen during the pilot program include a reduction of wind-blown litter and the staff time required to collect it, elimination of odors and easy access by vermin, an increase in the efficiency of trash and recycling collections, and an improvement of the physical appearance and standardization of trash infrastructure in public spaces. To continue to combat the ongoing trash concerns in the Town, a second deployment of Bigbelly trash receptacles to less centrally located parks is proposed. Installing the units at spread out locations would maximize the utility of the Bigbelly networked real time reporting system, allowing staff to easily determine which units are full via an app. Routing staff and equipment to service only full receptacles generates operational efficiencies and cost savings by reducing unnecessary vehicles miles, fuel consumption, operator time, and equipment wear. New Bigbellys will aesthetically and functionally match those already deployed and those planned for the Town Common renovation, presenting as a cohesive and recognizable trash collection network across Needham.

Center At The Heights Generator Installation

This funding would provide a design of a new permanent generator installation at the Center at the Heights (CATH). The CATH has been designated as an appropriate location for a shelter and warming space (including a restaurant-grade kitchen) to support residents in need during an emergency. The CATH was not designed or built with an emergency generator. A portable generator has been in place at the building, which is insufficient as it does not support the full electrical load of the building and must be manually activated. The design will accommodate a more powerful generator with the capacity to supply the entire building with emergency power and will include evaluation of a more appropriate location for the placement of the generator. It will also include the addition of an automatic transfer switch, eliminating the need for staff to manually operate the generator in case of the loss of power.

Center At The Heights Space Utilization Study

This funding request will support a space utilization study at the CATH. Since opening, the CATH has increased its programming and extended its hours of operation. This increased usage has resulted in some concerns about the building spaces and their current function. Funding would support a space utilization study and an assessment of building needs at the CATH. This study will focus on program, office, and clinical spaces within the building to ensure optimal utilization and program flexibility for participants. The study would also look at the current configuration of the outdoor deck and the fitness room and how each room is being used, enhancing and expanding the application of the restaurant-grade kitchen, and a thorough review of parking and building accessibility.

Library Technology

This funding request will support the two remaining years of a five-year Library Technology Plan. Unless circumstances require otherwise, fiscal year 2023 funding is proposed for the replacement of two Program Specialist computers, 16 barcode scanners, 24 receipt printers, and four staff computers.

GIS Technology Systems And Applications

The funding request will support the update of Geographic Information System (GIS) technology systems and applications imagery. It will also support the update of planimetric data recorded via overflight to update aerial imagery. Planimetric data is the digital representation of above-ground physical structures and features. The updated data will be incorporated into the public site and departmental GIS sites used for planning and designing projects.

Town Offices Replacement Furniture

This funding request will fund furniture replacement in Town Hall and the Public Services Administration Building (PSAB). Town Hall was equipped with new furniture when it reopened in October 2011. In fiscal year 2023, the furniture will be 11 years old and certain items need to be replaced due to wear and tear. PSAB opened with new furniture in February 2010. In fiscal year 2023, the furniture will be 13 years old. Worn and broken furniture likewise requires replacement. A furniture inventory, including current condition, has been completed annually for Town Hall and PSAB. Depending upon the condition of the furniture in outlying years, this request may be repeated either annually or biennially.

Personal Protective Equipment

This funding request will replace Personal Protective Equipment (PPE) - known as "bunker gear" - for 20% of all firefighting personnel on an annual basis. This is to ensure the life span of the equipment does not exceed the ten-year guideline. All line personnel now have two sets of PPE available. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. Properly maintaining PPE helps ensure its expected longevity and can significantly reduce long term health risks faced by personnel.

Public Safety Mobile Devices

This funding request will fund replacement of laptops and tablets as well as installation services and accessories that are used for laptops and tablets in Needham Police and Fire Department Vehicles. The hardware is used to access multiple applications during the daily operations of individuals working in Police and Fire vehicle. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The devices themselves are hardened with specifications for use in more intensive environments. In the future, replacement of this equipment will be incorporated into the departmental operating budget or included in the purchase of vehicles, because the useful life of the equipment is now fewer than five years.

Rooftop Unit Replacement Broadmeadow and Eliot Schools

This funding request will support the design phase of a project to replace the current roof top units (RTUs) at Broadmeadow and Eliot Schools. The current units (five units and four units, at Broadmeadow and Eliot respectively) are past the end of their useful life and are becoming increasingly inefficient, ineffective at dehumidifying, and costly to maintain. They do not feature industry standard energy recovery mechanisms that reduce energy costs. Additionally, some of the existing RTUs at these locations have compressors that run on an obsolete refrigerant called "R22," which is no longer produced in the U.S. and cannot be imported due to its environmental impact, resulting in costly supply challenges. The RTUs also have furnaces that are starting to fail and need to be replaced. These furnaces are the primary heat source for the building and keep the RTUs from freezing. The HVAC systems' connection to the existing boilers compromises efficiency, particularly during the summer. The boilers help reheat overcooled dehumidified air coming in from the RTUs, but the current boilers are not designed for this purpose due to their larger size. In the summer, the systems use larger amounts of energy to sustain the reheating than would be required by smaller, dedicated boilers. This funding would support an engineering assessment of the current RTU condition at both the Broadmeadow and Eliot schools and determine replacement options, including an evaluation of different considerations for improvement of the energy efficiency of these systems to be in compliance with updated buildings codes and a cost benefit analysis of additional energy efficiency

upgrades. The consultant would also design the installation of smaller boilers at both schools that are more appropriate for the reheating required by the HVAC systems in the summer and shoulder months. Funding for the construction phase will be proposed for fiscal year 2024.

School Copier Replacement

This funding request is to replace five copiers in the following locations: Broadmeadow School, Newman School (two), Pollard School, and Emery Grover. School photocopiers in all schools and the administration building are used both by administrative and teaching staff. Copiers which are heavily used are replaced more frequently than copiers that are lightly used. The average life cycle is calculated at seven years, although planned replacement ages range from five to nine years, depending on use. It is important to replace machines regularly, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis also assumes that copiers are re-deployed around the District as needed, to better match projected usage with equipment capacity.

School Furniture

This funding request is a recurring capital item to replace furniture in poor and fair condition and to provide new classroom furniture as needed for new enrollment or replacement purposes.

School Technology

The School Department technology replacement program includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras and electronic door access controllers. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. The fiscal year 2023 Capital Improvement Plan (CIP) for school technology request is for $437,000, including $324,000 for hardware and $113,000 for infrastructure replacement.

Public Works Mobile Devices

This funding request will support the refresh of public works mobile devices, bringing them up to the latest hardware and software specifications needed for the work. This hardware is used to access multiple applications during the daily operations of either an individual or vehicle within the Public Works Department. The current hardware is a mix of hardened laptops and tablets. Over the past several years multiple Public Works Divisions have migrated to mobile operations requiring field access to cloud-based data or applications.

Recycling And Transfer Station Facility Improvements

This funding request will support a design for the tipping pit that will need to be demolished and redesigned from the existing cantilever and curb at the front side and replaced with reinforced concrete and or structural steel. The construction funds will be requested in fiscal year 2024. RTS Facility Improvement projects increase processing efficiency, comply with regulatory requirements, ensure safety, and enhance the facility's overall functionality.

Traffic Improvements

This funding request supports projects recommended by the Traffic Management Advisory Committee (TMAC). The annual request will support one or two TMAC construction-related projects per year, such as 500 feet of roadway granite curb installation, two school zone installations, two average traffic calming installations, several radar sign installations, sign and/or pavement markings, or pedestrian improvements. The goal of the TMAC is to ensure the safety of pedestrians, motorists, and bicyclists. TMAC construction-related projects are not presently funded through the Department of Public Works operating budget.

General Fund Core Fleet Replacement

UNIT	*EXISTING*	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
700	*Ford Econoline Van E250*	*DPW Building Maintenance*	*2012*	*Utility Van*	*$71,547*

GENERAL FUND FLEET REPLACEMENT – SPECIALIZED EQUIPMENT

UNIT	*EXISTING*	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
5	*International 7400 Series*	*DPW RTS*	*2011*	*Heavy Duty Truck Class 8 Large Dump*	*$291,255*
59	*Steco*	*DPW RTS*	*2015*	*Specialized Trailer*	*$100,112*
67	*Addition to Fleet*	*DPW Parks*	*N/A*	*Work Truck Class 4*	*$83,638*
713	*Ford F450*	*DPW Building Maintenance*	*2012*	*Work Truck Class 4*	*$86,168*
Bus 02	*Blue Bird 303*	*School*	*2017*	*School Bus*	*$108,100*
C06	*Ford F350*	*Fire*	*2015*	*Brush Truck*	*$84,845*
108	*Trackless Tractor*	*DPW Highway*	*2011*	*Sidewalk Plow*	*$298,670*

ARTICLE 24: APPROPRIATE FOR POLLARD SCHOOL LOCKER ROOM RETROFIT

To see if the Town will vote to raise and/or transfer and appropriate the sum of 1,068,500 for Pollard School Locker Room retrofit, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that $305,485 be transferred from Premium Surplus reserved and that $763,015 be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This funding request will fund the construction phase of the retrofitting of the Pollard School locker room. Funding for the design phase of this project was approved in fiscal year 2021. The current locker room layout at the Pollard Middle School is no longer conducive to the needs of the Athletic Department. The school offers diverse sports programs, which require storage for unique and large pieces of equipment (e.g., field hockey sticks, lacrosse sticks, bags, etc.) for which existing lockers are unable to accommodate. Additionally, the orientation of the locker room creates blind spots that pose a safety concern, the flooring is starting to crack in places due to age, and the bathrooms and showers are outdated. The project includes removing and replacing the floors, ceilings, lockers, and lighting fixtures, which will be updated to LEDs. The lockers will vary in size to accommodate the variety of sports and equipment needs in the building. Both restrooms located inside the locker rooms, as well as the two restrooms directly adjacent to the locker rooms will be renovated. Additionally, a gender-neutral restroom changing room will be added. In each locker room, three individual changing stalls will be added for increased privacy.

ARTICLE 25: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $3,951,000 for the Public Works Infrastructure Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts. Unless circumstances dictate the funds are intended to be spent as follows:

STREET RESURFACING The Town aims to resurface 17 lane miles per year. The cost per lane mile for resurfacing in fiscal year 2022 is $94,500 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $90,000 per lane mile. The cost of micro surfacing treatments and rubber chip seal surfacing treatments are approximately $7.40 per square yard. Target funding for street resurfacing in fiscal year 2023 is $1,240,000.

SIDEWALK PROGRAM Fiscal year 2023 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $418,750 per mile ($79.00 lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $380,200 per mile ($72.00 lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments. Target funding for the sidewalk program in fiscal year 2023 is $798,500.

ROADWAY RECONSTRUCTION REHABILITATION Marked Tree Road has been excavated by multiple utilities. The roadway is an inconsistent width and has deteriorated. This funding request is for the design phase of this project including the installation of granite curbing, accessible ramps, and sidewalk. It will also include drainage improvements. A focus of the improvements will be on pedestrian access and safety. The construction funding will be requested in fiscal year 2025. Target funding for roadway rehabilitation in fiscal year 2023 is $250,000.

INTERSECTION IMPROVEMENTS There have been struggles with bringing appropriate traffic flow through the intersection of Great Plain Avenue and Central Avenue since it was constructed in the 1990s due to property size limitations. This funding request is for the design phase of this project. There is a historic property on one corner that limits the design. The existing intersection design does not provide the ideal traffic patterns for multiple modes of transportation. This project will include geometric improvements and replacement improvement of the traffic signal system. Installing a new traffic signal system that will include modern technology will better control the flow of traffic through the intersection, reducing back-ups of traffic. The layout of the intersection will be improved to increase traffic flow. This intersection redesign will comply with Complete Streets principles. Target funding for intersection improvements in fiscal year 2023 is $246,500.

STORM DRAIN CAPACITY IMPROVEMENTS The Stormwater Master Plan has identified several areas throughout Needham where improvements are required to resolve existing problems with flooding and illicit discharge. Since the issuance of the original Master Plan, numerous multi-unit developments have been built in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstance require

otherwise, fiscal year 2023 funding is targeted for Concord Street and Burnside Road. This project includes construction of a new drain that will be connected to the recently extended Greendale Avenue drain project to provide additional stormwater capacity. Target funding for storm drain capacity improvements for fiscal year 2023 is $1,217,000.

GUARDRAIL Many of the Town's guardrails are noncompliant and the department is preparing a plan to upgrade existing guardrails to make them both compliant and aesthetically pleasing. In fiscal year 2023, the Town will address the guardrail on Central Avenue between the Dover town line and Fisher Street. There is existing guardrail that has failed, and decorative guardrail that is unsafe. The decorative guardrail will be replaced as part of the Central Avenue/Centre Street bridge project. Other existing guardrail will be replaced with new, code compliant guardrail and areas without a guardrail will have a guardrail installed. In addition, the guardrail on Farley Pond Lane needs to be replaced. The existing guardrail has failed, and safety protocols necessitate a guardrail due to the proximity of Farley Pond to Farley Pond Lane. The existing guard rail will be replaced with a new, code compliant guardrail, and areas without a guardrail will have guardrail installed. Target funding for guardrail improvements for fiscal year 2023 is $199,000.

ARTICLE 26: LIBRARY SPACE UTILIZATION STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of $60,000 for a Library Space Utilization Study, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This funding request will enable the Library to engage a professional space planner to determine if the Library's interior space can be better arranged to accommodate high volumes of students and tutors who use the study rooms and study areas. In the afternoons during the school year, the Library is often used by students, tutors, and other people using the three study rooms, the row of carrels, and many four-seat tables.

ARTICLE 27: DPW COMPLEX FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of $60,000 for a feasibility study of the reconstruction of the Department of Public Works Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This funding request will fund a feasibility study to determine the most efficient use of DPW facilities, a design phase to incorporate the study's recommendations into a plan, and a construction phase to implement said plan. This study will lead to a master plan to implement the needed upgrades and will generate additional capital improvement requests. The Department of Public Works utilizes multiple facilities including the DPW Garage, Daley Building, Jack Cogswell Building, Water and Sewer facilities, Recycling & Transfer Station, workshop at Claxton Field, and Public Services

Administration Building. The Jack Cogswell Building was recently constructed as a storage facility for vehicles and equipment when not in seasonal use. The DPW Garage houses the Fleet Division, Snow & Ice program operations, a six-bay garage, and workstations for Highway and Parks & Forestry staff. Additionally, the Daley Building houses trades staff for the Building Maintenance Division and functions as a workshop and storage facility. Both the DPW Garage and Daley Building are past the end of their useful life and in need of upgrades in order to better accommodate DPW staff and support their daily operations.

ARTICLE 28: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $901,255 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$291,255	
Sewer	Sewer Main Project (Greendale/Rte 128)	$610,000	
		$901,255	

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Sewer Main Replacement/Greendale Avenue/Route 128
This funding request will address the Greendale Avenue Route 128 sewer interceptor from Cheney Street to Great Plain Avenue. The existing sewer line is deteriorating and in need of rehabilitation replacement in order to remain functional. The plan is to replace or reline 12,000 feet (2.25 miles) of 18-inch reinforced concrete gravity sewer main running through Town property along Greendale Avenue near Cheney Street towards Route 128, along the Route 128 right of way to Great Plain Avenue. The interceptor collects and conveys wastewater from numerous sewer lines. During the feasibility study, the Town discovered a blockage of the sewer main and two buried manholes that prevented the consultant from providing a complete inspection of the sewer main. The blockage has since been cleared. The fiscal year 2023 request is to fund the design phase of this project, which will include relining and/or removing and replacing parts of the sewer main underneath Route 128 at Great Plain Avenue. Funding for the construction phase will be requested for fiscal year 2025.

Sewer Fleet Replacement - Specialized Equipment

UNIT	*EXISTING*	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
119	*International 7400 Series*	*Sewer*	*2010*	*Heavy Duty Truck Class 8 Large Dump*	*$291,255*

ARTICLE 29: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior Town Meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Rosemary Recreation Complex	2017 ATM	33	$8,000,000	$36,000
Memorial Park Building	2018 ATM	30	$2,918,000	$34,000
Total				$70,000

or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost-saving measures, and/or favorable bids.

TOWN RESERVE ARTICLES

ARTICLE 30: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $250,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to fund the Town's employee sick and vacation leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service. The Town has been taking steps to reduce or eliminate sick leave buy-back programs for all classes of employees, although an unfunded liability remains. The balance in the fund as of February 1, 2022 was $463,072.

ARTICLE 31: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $33,533 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of March 30, 2022 was $976,099.

ARTICLE 32: APPROPRIATE TO WORKERS COMPENSATION FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $130,000 to the Workers Compensation Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The balance in the Account as of March 1, 2022 was $1,012,986.

ARTICLE 33: APPROPRIATE TO PUBLIC SAFETY INJURY ON DUTY FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $300,000 to the Public Safety Injury on Duty Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2016 Municipal Modernization Act added a paragraph to M.G.L. c. 41 Section 111F to allow cities and towns to establish and appropriate amounts to a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred for public safety personnel. The monies in the special fund may be expended, with the approval of the chief executive officer and without further appropriation, for such expenses. Any balance in the fund shall carry over from year to year, unless specific amounts are released to the general fund by the chief executive officer upon a finding that the amounts released are not immediately necessary for the purpose of the fund, and not required for expenses in the foreseeable future.

GENERAL ARTICLES & CITIZENS PETITIONS

ARTICLE 34: AMEND GENERAL BY-LAWS – SNOW & ICE ON SIDEWALKS

To see if the Town will vote to amend the General By-laws by deleting Section 3.1.8 (Snow and Ice on Sidewalks) in its entirety, and inserting in its place the following:

3.1.8 Snow and Ice on Sidewalks.

3.1.8.1 Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than fifty dollars ($50.00) for each offense.

3.1.8.2 Any owner, tenant, occupant, proprietor, manager, agent, board, trust, or other entity having charge of property used wholly or in part for (a) a commercial purpose (including without limitation as a store, restaurant, bank, gym, theater, childcare facility or office); (b) a hospital or medical establishment; (c) a place of worship; (d) multi-family housing containing three (3) or more dwelling units on a lot; or (e) any other use open to the public, or to a particular membership or clientele, that allows snow or ice to remain on a sidewalk abutting, on, or within its property for more than five hours between sunrise and sunset, shall forfeit not more than fifty dollars ($50.00) for each offense. If, by reason of weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed; provided that while the snow and ice remain, entity in charge shall keep the sidewalk in safe condition by sanding or otherwise; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Section 3.1.8 of the General By-Laws currently requires property owners to clear snow and ice from any property used as a "store, office, or any other public place." The practical intent of this section is to broadly require that any owner of commercial property, or property that is open to the public, remove snow and ice on a timely basis after a storm. Notwithstanding this intent, the existing terminology noted above may leave open some question as to what property is covered, and what property is not. Accordingly, this proposed by-law amendment would revise Section 3.1.8 to expressly cover any property that is used for a commercial purpose, and also to add broader itemized list of other uses open to the public (including hospitals, medical centers, places of worship, and multifamily housing developments) that will be expected to timely clear snow and ice from their property.

ARTICLE 35: AMEND GENERAL BY-LAWS – HOUSEHOLD REFUSE

To see if the Town will vote to amend the General By-Laws by:

1. Inserting in Section 3.1 (General) of Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.12, to read as follows:

> **3.1.12 Household Refuse.** No person shall deposit any household refuse or garbage in any receptacle maintained by the Town of Needham on public property.

2. Renumbering the existing sections within Section 3.1 in appropriate numerical order to account for the insertion of new Section 3.1.12.

3. Inserting in Section 8.2.2.4 (Police Regulations) a new section L., to read as follows:

L. Household Refuse (Section 3.1.12)

Enforcement Agent: Director of Public Works or Designee

Fine Schedule:
Warning - First Offense
$100 Second Offense
$200 Third Offense
$300 Fourth and Subsequent offenses

4. Re-lettering the existing Sections within Section 8.2.2.4 in appropriate alphabetical order to account for the insertion of new section L; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The trash receptacles that the Town maintains on public property, such as the Town Common, parks, athletic fields, etc., are primarily intended to be used by those visiting these places, and for disposal of incidental waste that may be generated while people are out and about. Nonetheless, the Police Department and the Department of Public Works have recently observed people disposing of bagged household garbage in the Town's public trash receptacles. A typical example would involve someone briefly stopping their car near a public receptacle, getting out, depositing a garbage bag, and driving away. This practice is inconsistent with the intended purpose of the Town's public trash receptacles and can quickly render them overly full and temporarily unusable by others. The proposed amendments to the General By-Laws would make it unlawful to dispose of household refuse in a public receptacle and would allow the DPW Director or their designee to issue non-criminal tickets (after issuing a warning for a first offense) in the event that a violation is observed.

ARTICLE 36: STREET ACCEPTANCE – HUTTER RIDGE ROAD

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Select Board in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Hutter Ridge Road; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Hutter Ridge Road was constructed by a developer in conformance with the Town's design standards. This article, if accepted, will make Hutter Ridge Road a public way.

ARTICLE 37: AMEND GENERAL BY-LAWS – NEEDHAM HOUSING AUTHORITY TERM CYCLE

To see if the Town will vote to amend the General By-laws by deleting from Section 1.9 (Election of Officers) subsection 1.9.1(m) in its entirety and inserting in its place the following:

(m) Three members of the Needham Housing Authority for five-year terms, so arranged that the term of not more than one member shall expire each year.

Or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Housing Authority is a five-member board, of which one member is appointed by the Governor. Until 2021, the other four members were elected by the voters. Changes to State law now require that at least one Commissioner on the Housing Authority Board be a tenant-commissioner and provides that one member be appointed by the Select Board. This proposed amendment will bring the General By-laws into compliance with State law.

ARTICLE 38: AMEND CHARTER - NEEDHAM HOUSING AUTHORITY TERM CYCLE AND TENANT MEMBER APPOINTMENT

To see if the Town will vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 403 of the acts of 1971 is hereby amended by deleting from Section 19, as most recently amended by section 1 of Chapter 341 of the acts of 2018, subsection (viii) and inserting in place thereof the following:

(viii) Three (3) members of the Needham Housing Authority for 5-year terms;

SECTION 2. Chapter 403 of the acts of 1971 is hereby amended by striking out Section 20(b), as most recently amended by section 1 of chapter 341 of the acts of 2018, and inserting in place thereof the following:

(b) The select board shall appoint a town counsel, members of the board of appeals, election officers, registrars of voters, except the town clerk, members of the historic commission, conservation commission, commission on disabilities, the tenant member of the housing authority and, except as provided in section 19, all other boards, committees and commissions for whom no other method of selection is provided in this charter or by-law.

SECTION 3. This act shall take effect upon passage.

Or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Housing Authority is a five-member board, of which one member is appointed by the Governor. Until 2021, the other four members were elected by the voters. Changes to State law now require that at least one Commissioner on the Housing Authority Board be a tenant-commissioner and provides that one member be appointed by the Select Board. This proposed amendment will bring the Town Charter into compliance with State law. Approval of the Legislature and the Governor are required for changes to the Town Charter.

ARTICLE 39: INCREASE CONTRIBUTORY RETIREMENT COLA ALLOWANCE

To see if the Town will vote to increase the maximum base upon which the retiree cost of living (COLA) is calculated from $14,000 per year to $16,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action relative thereto.

INSERTED BY: Retirement Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to increase the base amount upon which the retiree Cost-of-Living Adjustment is paid. MGL, Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010 allows a Contributory Retirement Board, with the approval of Town Meeting, to increase the base amount upon which the Cost-of-Living adjustment paid to retirees is calculated. An increase of the base from $12,000 to $14,000 was approved at the 2015 Annual Town Meeting. This action increased the maximum COLA a retiree can receive from $360 per year to $420 per year even if his her pension exceeds $14,000. Approval of this article will increase the base amount from $14,000 to $16,000. The decision to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

ARTICLE 40: CITIZENS' PETITION - AMEND GENERAL BY-LAWS

To see if the Town will vote to amend the General By-Laws by inserting in Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.14 to read as follows:

> "Delivery of Written Material. Any person delivering written material to a residence shall leave such material at least 15 feet from the public way, unless left in a designated, enclosed box suitable for such purpose or if the principal residential structure to which a delivery is being made is located less than 15 feet away from the public way, in which case such material shall be left no more than 5 feet away from the principal structure. The provisions of this by-law do not apply to deliveries by the United States Postal Service. Whoever violates the provisions of this by-law shall be subject to a fine of $25.00 for each offense."

And to renumber the remaining existing sections within Article 3 in appropriate numerical order to account for the insertion on the new section.

INSERTED BY: Paul Seigenthaler, et.al.

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *This citizens' petition proposes a new addition to the General By-Laws that would require all written materials delivered to a residence in Town to be placed at least 15 feet away from the public way (unless such materials are left in a mailbox, or the residence itself is already closer than 15 feet to the public way). This By-Law is intended to prevent the accumulation of written materials (for example, newspapers in plastic bags) left on or near the street, which often go uncollected, become unsightly litter, and can contribute to environmental pollution.*

ARTICLE 41: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Select Board, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Select Board

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of February 2022.

Matthew D. Borrelli, Chair
Marianne B. Cooley, Vice Chair
Marcus A. Nelson, Clerk
Daniel P. Matthews, Member
Kevin J. Keane, Member

Select Board of Needham

A true copy,
ATTEST _____ **2022**
Constable **(month) (day)**

Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2021

Budget	Date of Action	Amount
Minuteman Regional High School COVID19 Expenses	9-Dec-20	$12,614
Property and Casualty Insurance	23-Jun-21	$2,389
Department of Public Works - Snow & Ice	23-Jun-21	$376,107
Total Approved from General Reserve Fund		**$391,110**
Total Approved from Sewer Reserve Fund		**$0**
Total Approved from Water Reserve Fund		**$0**

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 30, 2022

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	COMPENSATION RANGE
SELECT BOARD/TOWN MANAGER		
Town Manager	Contract	Contract
Assistant Town Manager/Dir. of Ops.	15	$115,132.00 to $161,184.00
Director of Human Resources	14	$104,665.00 to $146,531.00
Support Services Manager	10	$71,409.00 to $99,976.50
Pubic Information Officer	10	$71,409.00 to $99,976.50
Asst. Dir. Of Human Resources	10	$71,409.00 to $99,976.50
Economic Development Manager	9	$68,016.00 to $95,218.50
Benefits Administrator	6	$59,319.00 to $80,106.00
Human Resources Assistant	5	$56,491.50 to $76,284.00
Administrative Assistant	I-03	$48,399.00 to $65,344.50
Office Assistant	I-02	$43,992.00 to $59,416.50
TOWN CLERK		
Town Clerk	Elected	Elected
Assistant Town Clerk	6	$59,319.00 to $80,106.00
Office Assistant	I-02	$43,992.00 to $59,416.50
Finance Assistant	I-04	$53,235.00 to $71,877.00
FINANCE		
Assessors		
Director of Assessing	12	$86,500.00 to $121,100.00
Asst. Director of Assessing	9	$68,016.00 to $95,218.50
Field Assessor	I-06	$59,319.00 to $80,106.00
Finance Assistant	I-04	$53,235.00 to $71,877.00
Office Assistant	I-02	$43,992.00 to $59,416.50
Finance		
Asst Town Manager/Dir. of Finance	15	$115,132.00 to $161,184.00
Procurement Officer	9	$68,016.00 to $95,218.50
Administrative Analyst	6	$59,319.00 to $80,106.00
Accounting		
Town Accountant	12	$86,500.00 to $121,100.00
Assistant Town Accountant	9	$68,016.00 to $95,218.50
Payroll Coordinator	I-06	$59,319.00 to $80,106.00
Administrative Specialist	I-05	$56,491.50 to $76,284.00
Finance Assistant	I-04	$53,235.00 to $71,877.00
Information Technology Center		
Director of Management Information Systems	14	$104,665.00 to $146,531.00
Network Manager	I-11	$74,977.50 to $104,968.50
Applications Administrator	I-07	$62,283.00 to $84,103.50
GIS/Database Administrator	I-07	$62,283.00 to $84,103.50
Technology Support Technician	I-06	$59,319.00 to $80,106.00
Computer Operator	I-03	$48,399.00 to $65,344.50
Treasurer/Collector		
Town Treasurer and Tax Collector	12	$86,500.00 to $121,100.00
Assistant Treasurer/Collector	9	$68,016.00 to $95,218.50
Finance Assistant	I-04	$53,235.00 to $71,877.00
Office Assistant	I-02	$43,992.00 to $59,416.50
Finance Committee		

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 30, 2022

TITLE	GRADE	COMPENSATION RANGE
Finance Comm. Exec. Secretary	Schedule C	$41,744.00
PUBLIC SAFETY		
Police Department		
Police Chief	Contract	
Deputy Police Chief	14	$104,665.00 to $146,531.00
Lieutenant	P-3	$120,401.00 to $134,201.00
Sergeant	P-2	$35.73 to $42.44
Police Officer	P-1	$24.97 to $34.52
Public Safety Dispatcher	GF07	$29.94 to $40.44
Animal Control Officer	GF07	$29.94 to $40.44
Police Administrative Specialist	I-06	$59,319.00 to $80,106.00
Police Maintenance Assistant	GF03	$23.27 to $31.42
Administrative Assistant	I-03	$48,399.00 to $65,344.50
Office Assistant	I-02	$43,992.00 to $59,416.50
Fire Department		
Fire Chief	Contract	Contract
Deputy Fire Chief, Operations	F-5	$51.30 to $56.08
Deputy Fire Chief	F-4	$40.92 to $48.59
Fire Captain	F-3	$38.88 to $42.51
Fire Lieutenant	F-2	$32.99 to $39.09
Firefighter	F-1	$24.85 to $33.02
Fire Inspector	F-1 (40hrs)	$26.09 to $34.65
EMS Administrator	F-1 (40hrs)	$26.09 to $34.65
Emergency Management Administrator	11	$74,977.50 to $104,968.50
Fire Business Manager	9	$68,016.00 to $95,218.50
Administrative Assistant	I-03	$48,399.00 to $65,344.50
Public Safety Dispatch Supervisor	GF10	$34.33 to $48.07
Public Safety Dispatcher	GF07	$29.94 to $40.44
Building		
Building Commissioner	12	$86,500.00 to $121,100.00
Assistant Building Commissioner	10	$71,409.00 to $99,976.50
Inspector of Plumbing & Gas	GT07	$31.94 to $43.13
Inspector of Wires	GT07	$31.94 to $43.13
Local Building Inspector	GT06	$30.42 to $41.08
Administrative Specialist	I-05	$56,491.50 to $76,284.00
Office Assistant	I-02	$43,992.00 to $59,416.50
PUBLIC WORKS		
Administration		
Director of Public Works	15	$115,132.00 to $161,184.00
Assistant Director of Public Works/Operations	13	$95,150.00 to $133,210.00
Business Manager	11	$74,977.50 to $104,968.50
Compliance Coordinator	6	$59,319.00 to $80,106.00
Administrative Analyst	6	$59,319.00 to $80,106.00
Management Analyst	8	$65,403.00 to $88,315.50
Finance Assistant	I-04	$53,235.00 to $71,877.00
Administrative Specialist	I-05	$56,491.50 to $76,284.00
Administrative Assistant	I-03	$48,399.00 to $65,344.50
Project Manager	10	$71,409.00 to $99,976.50
Building Maintenance Division		

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 30, 2022

TITLE	GRADE	COMPENSATION RANGE		
Assistant Director of Public Works/Building Maintenance	13	$95,150.00	to	$133,210.00
Building Maintenance Manager	11	$74,977.50	to	$104,968.50
Building Maintenance Supervisor	9	$68,016.00	to	$95,218.50
Administrative Analyst	6	$59,319.00	to	$80,106.00
Finance Assistant	I-04	$53,235.00	to	$71,877.00
Office Assistant	I-02	$43,992.00	to	$59,416.50
Senior Custodian 2	BC-3	$26.04	to	$31.13
Senior Custodian 1	BC-2	$24.82	to	$29.66
Custodian	BC-1	$21.64	to	$25.85
HVAC Technician	BT-4	$33.42	to	$40.22
Carpenter	BT-3	$29.30	to	$35.26
Plumber	BT-3	$29.30	to	$35.26
Electrician	BT-3	$29.30	to	$35.26
Craftsworker (Building Maintenance)	BT-2	$26.68	to	$32.10
Warehouse Person	BT-1	$24.29	to	$29.20
Engineering Division				
Town Engineer	13	$95,150.00	to	$133,210.00
Assistant Town Engineer	11	$74,977.50	to	$104,968.50
Contract Administrator	8	$65,403.00	to	$88,315.50
Civil Engineer	7	$62,283.00	to	$84,103.50
Senior AutoCAD Technician	GF06	$28.52	to	$38.52
Survey Party Chief	GF06	$28.52	to	$38.52
AutoCAD Technician	GF04	$25.59	to	$34.56
Engineering Aide	GF02	$21.15	to	$28.57
Fleet Division				
Fleet Supervisor	10	$71,409.00	to	$99,976.50
Master Mechanic	N-6	$28.52	to	$38.51
Equipment Mechanic	N-4	$25.60	to	$34.56
Highway Division				
Division Superintendent, Highway	12	$86,500.00	to	$121,100.00
Assistant Superintendent	9	$68,016.00	to	$95,218.50
Working Foreman	N-7	$29.95	to	$40.43
Public Works Specialist 2				
Public Works Technician	N-4	$25.60	to	$34.56
Heavy Motor Equipment Operator (HMEO)	N-4	$25.60	to	$34.56
Craftsworker (DPW)	N-4	$25.60	to	$34.56
Laborer 2	N-2	$21.15	to	$28.56
Park & Forestry Division				
Division Superintendent, Parks and Forestry	12	$86,500.00	to	$121,100.00
Assistant Superintendent	9	$68,016.00	to	$95,218.50
Working Foreman	N-7	$29.95	to	$40.43
Craftsworker				
Arborist	N-5	$27.16	to	$36.68
Heavy Motor Equipment Operator (HMEO)	N-4	$25.60	to	$34.56
Laborer 3	N-3	$23.27	to	$31.42
Laborer 2	N-2	$21.15	to	$28.56
Recycling & Transfer Station				
Division Superintendent, Solid Waste/Recycling	12	$86,500.00	to	$121,100.00
Assistant Superintendent	9	$68,016.00	to	$95,218.50

TITLE	GRADE	COMPENSATION RANGE		
Working Foreman	N-7	$29.95	to	$40.43
Scalehouse Attendant	N-3	$23.27	to	$31.42
Heavy Motor Equipment Operator (HMEO)	N-4	$25.60	to	$34.56
Laborer 2	N-2	$21.15	to	$28.56
Water Division				
Division Superintendent, Water/Sewer	12	$86,500.00	to	$121,100.00
Water Treatment Facility Manager	10	$71,409.00	to	$99,976.50
Assistant Superintendent	9	$68,016.00	to	$95,218.50
Chief Wastewater Operator	N-7	$29.95	to	$40.43
Working Foreman	N-7	$29.95	to	$40.43
Public Works Inspector	N-6	$28.52	to	$38.51
Wastewater Operator	N-4	$25.60	to	$34.56
Craftsworker (DPW)	N-4	$25.60	to	$34.56
Water Treatment Operator	N-4	$25.60	to	$34.56
Public Works Technician	N-4	$25.60	to	$34.56
Heavy Motor Equipment Operator (HMEO)	N-4	$25.60	to	$34.56
Laborer 3	N-3	$23.27	to	$31.42
Laborer 2	N-2	$21.15	to	$28.56
BUILDING DESIGN AND CONSTRUCTION				
Director of Design and Construction	13	$95,150.00	to	$133,210.00
Senior Project Manager	12	$86,500.00	to	$121,100.00
Project Manager	10	$71,409.00	to	$99,976.50
Administrative Specialist	I-05	$56,491.50	to	$76,284.00
HEALTH AND HUMAN SERVICES				
Division of Public Health				
Director of Health and Human Services	14	$104,665.00	to	$146,531.00
Assistant Director of Public Health for Community & Environmental Health	11	$74,977.50	to	$104,968.50
Assistant Director of Public Health for Nursing & Behavioral Health	11	$74,977.50	to	$104,968.50
Environmental Health Agent	I-07	$62,283.00	to	$84,103.50
Public Health Nurse	I-09	$68,016.00	to	$95,218.50
Traveling Meals Coordinator	GT05	$28.97	to	$39.12
Substance Use Prevention Program Coordinator	8	$65,403.00	to	$88,315.50
Administrative Analyst	6	$59,319.00	to	$80,106.00
Office Assistant	I-02	$43,992.00	to	$59,416.50
Division of Aging Services				
Director of Aging Services	13	$95,150.00	to	$133,210.00
Assistant Director of Aging Services/Counseling and Volunteers	11	$74,977.50	to	$104,968.50
Assistant Director of Aging Services/Programs and Transportation	10	$71,409.00	to	$99,976.50
SHINE Program Coordinator	GT08	$33.54	to	$45.29
SHINE Assistant Program Coordinator	GT07	$31.94	to	$43.13
Clinician	I-07	$62,283.00	to	$84,103.50
Transportation Coordinator	GT06	$30.42	to	$41.08
Administrative Assistant	I-03	$48,399.00	to	$65,344.50
Division of Youth & Family Services				
Director of Youth and Family Services	12	$86,500.00	to	$121,100.00
Clinician	I-07	$62,283.00	to	$84,103.50
Administrative Assistant	I-03	$48,399.00	to	$65,344.50
PLANNING & COMMUNITY DEVELOPMENT				

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 30, 2022

TITLE	GRADE	COMPENSATION RANGE		
Director of Planning and Community Development	13	$95,150.00	to	$133,210.00
Conservation Manager	9	$68,016.00	to	$95,218.50
Assistant Town Planner	7	$62,283.00	to	$84,103.50
Conservation Specialist	I-06	$59,319.00	to	$80,106.00
Zoning Specialist	GT06	$30.42	to	$41.08
Administrative Specialist	I-05	$56,491.50	to	$76,284.00
LIBRARY				
Director of Public Library	14	$104,665.00	to	$146,531.00
Assistant Director of Public Library	12	$86,500.00	to	$121,100.00
Children's Librarian	7	$62,283.00	to	$84,103.50
Library Reference Supervisor	10	$71,409.00	to	$99,976.50
Library Children's Supervisor	10	$71,409.00	to	$99,976.50
Library Technology Specialist/Archivist	11	$74,977.50	to	$104,968.50
Library Technical Services Supervisor	10	$71,409.00	to	$99,976.50
Reference Librarian/Digital Media Specialist	7	$62,283.00	to	$84,103.50
Reference Librarian/Program Specialist	7	$62,283.00	to	$84,103.50
Reference Librarian/Young Adult	7	$62,283.00	to	$84,103.50
Library Circulation Supervisor	9	$68,016.00	to	$95,218.50
Children's Services Assistant	GT05	$28.97	to	$39.12
Technical Services Assistant	GT03	$24.82	to	$33.51
Library Assistant	GT03	$24.82	to	$33.51
PARK & RECREATION				
Director of Park and Recreation	12	$86,500.00	to	$121,100.00
Assistant Director of Park & Recreation	11	$74,977.50	to	$104,968.50
Recreation Supervisor	I-08	$65,403.00	to	$88,315.50
Administrative Specialist	I-05	$56,491.50	to	$76,284.00
Administrative Assistant	I-03	$48,399.00	to	$65,344.50

NEEDHAM PUBLIC SCHOOLS

OPERATING BUDGET CLASSIFICATION

	Budgeted FY 2018 Funded FTE	Budgeted FY2018 Salary * Minimum	Budgeted FY2018 Salary * Maximum	Budgeted FY 2019 Funded FTE	Budgeted FY 2019 Salary * Minimum	Budgeted FY 2019 Salary * Maximum	Budgeted FY 2020 Funded FTE	Budgeted FY 2020 Salary * Minimum	Budgeted FY2020 Salary * Maximum	Budgeted FY 2021 Funded FTE	Budgeted FY 2021 Salary * Minimum	Budgeted FY 2021 Salary * Maximum	Budgeted FY 2022 Funded FTE	Budgeted FY 2022 Salary * Minimum	Budgeted FY 2022 Salary * Maximum
Superintendent	1.00	224,155	224,155	1.00	235,363	235,363	1.00	238,960	238,960	1.00	240,155	240,155	1.00	245,500	245,500
Central Administrators	4.00	150,225	173,124	5.00	140,084	178,880	5.00	150,000	184,428	5.00	172,394	187,194	5.00	156,482	190,938
High School Principal	1.00	152,205	152,205	1.00	158,293	158,293	1.00	167,320	167,320	1.00	171,084	171,084	1.00	174,762	174,762
Middle School Principals	2.00	143,150	143,350	2.00	148,876	149,084	2.00	152,294	156,905	2.00	151,530	155,310	2.00	158,447	163,241
Elementary Principals	5.00	127,250	142,250	5.00	132,340	147,940	5.00	138,012	152,013	5.00	140,772	155,053	5.00	135,000	158,151
High School Assistant Principals	3.00	95,209	133,558	3.00	98,795	138,588	3.00	100,277	140,667	3.00	103,840	142,780	3.00	105,600	149,600
Middle School Assistant Principals	2.60	90,080	128,276	2.60	93,007	132,445	2.60	94,402	134,431	2.80	98,176	134,992	3.00	99,840	141,440
Elementary Assistant Principals	3.00	81,324	119,361	3.10	88,200	127,473	3.50	89,523	129,385	4.10	95,940	135,915	4.50	97,580	138,375
K-12 Directors	7.00	84,904	131,107	7.00	87,664	141,128	7.00	89,512	135,724	7.80	99,750	141,330	7.00	95,200	143,850
Directors of Special Education	2.50	83,307	132,593	2.50	90,110	140,087	2.50	91,462	142,188	2.50	103,840	148,060	2.50	105,600	150,700
Special Education/ 6-8 Curriculum Coordinators	10.97	83,715	123,849	8.17	86,436	127,874	-	NA	NA	-	NA	NA	-	NA	NA
Elementary & Middle School Department Chairs/ SpEd Coordinators **							9.37	87,792	129,792	8.87	94,400	129,800	10.67	96,000	136,900
Assistant Athletic Director **	0.50	51,745	51,745	0.50	60,833	60,833	0.50	63,266	63,266	0.50	68,318	78,113	0.50	69,342	79,285
High School Department Chairs/ Director of Math, Literacy & Science K-8/ Athletic Director							6.00	89,925	148,245	5.70	98,400	151,875	7.50	98,400	151,875
Department Chairs/ K-8 Curriculum Coordinators	6.00	85,808	126,945	5.30	88,597	131,071		NA	NA		NA	NA		NA	NA
Teachers/ Guidance Counselors/ Psychologists/ Therapists **	485.62	48,987	103,378	495.25	50,089	105,704	510.13	50,841	107,289	522.62	51,858	109,435	522.97	53,024	111,898
Nurses **	8.81	48,987	103,378	9.01	50,089	105,704	11.05	50,841	119,462	12.05	51,240	135,000	12.05	53,024	111,898
Instructional Assistants **	113.46	$17.21/51.5/hr	$33.89/33.4/hr	114.19	$17.04/hr	$33.56/hr	133.37	$17.22/hr	$33.90/hr	135.20	$17.30/hr	$34.22/hr	139.77	$17.43/hr	$34.48/hr
Cafeteria Monitors/ Permanent Substitutes	3.29	$16.43/hr	$18.57/hr	4.29	$17.09/hr	$18.94/hr	5.29	$17.41/hr	$35.96/hr	2.86	$10.35/hr	$24.29/hr	2.93	$10.59/hr	$24.29/hr
Network Administrator/ Engineer	2.00	75,366	114,857	2.00	78,380	119,451	2.00	81,516	124,229	2.00	73,100	130,418	2.00	74,197	132,375
Information Technology/ Database Administrators	1.00	88,105	124,384	4.00	91,629	129,359	4.00	85,000	134,434	5.00	85,235	146,539	4.00	86,513	148,737
Instructional Technology Operations Manager	-	NA	NA	-	NA	NA	-	NA	NA	-	NA	NA	-	NA	NA
Computer Technicians	6.94	$25.92/hr	$33.27/hr	6.96	$26.44/hr	$33.94/hr	5.96	$27.10/hr	$34.79/hr	5.96	$27.37/hr	$35.14/hr	6.96	$28.27/hr	$36.29/hr
School Office Assistants	12.69	$15.74/hr	$20.93/hr	12.32	$16.05/hr	$21.35/hr	11.83	$17.64/hr	$23.32/hr	11.82	$17.82/hr	$23.55/hr	12.39	$18.41/hr	$24.32/hr
Mail Carrier/ Production Center Operator	1.00	$19.36/hr	$25.73/hr	1.00	$21.15/hr	$27.98/hr	1.00	$21.68/hr	$28.68/hr	1.00	$21.90/hr	$28.97/hr	1.00	$22.62/hr	$29.91/hr
Secretaries/ Accounts Payable/ Bookkeepers/ Payroll Clerks **	35.00	$19.36/hr	$31.21/hr	36.07	$20.73/hr	$31.83/hr	40.92	$21.68/hr	$32.63/hr	40.14	$21.90/hr	$32.96/hr	39.40	$22.62/hr	$34.04/hr
Director of Planning & Community Education **	0.20	122,540	122,540	0.20	127,442	127,442	0.44	132,540	132,540	0.44	138,191	138,191	0.44	140,264	140,264
Volunteeer Coordinator **	0.09	43,154	43,154	0.09	45,760	45,760		NA	NA		NA	NA		NA	NA
Executive/Administrative Secretaries **	3.97	70,931	100,472	3.97	67,512	96,607	3.97	70,213	56,950	3.97	64,450	109,502	3.97	65,417	111,145
Bus/Van Drivers	6.57	$16.68/hr	$25.04/hr	6.57	$17.10/hr	$25.67/hr	8.18	$17.52/hr	$25.80/hr	8.46	$17.78/hr	$26.43/hr	8.18	$18.05/hr	$26.83/hr
Bus/Van Monitors **	1.28	$14.47/hr	$16.06/hr	1.29	$14.83/hr	$16.46/hr	1.29	$16.06/hr	$16.06/hr	1.29	$16.30/hr	$16.30/hr	1.29	$16.54/hr	$16.54/hr
Community Ed Marketing & Registration Mgr/ Volunteer Coordinator **							0.36	47,590	47,590	0.36	60,803	78,113	0.36	61,715	79,564
Human Resources Specialist **	0.97	62,733	62,733	0.97	65,242	65,242	0.97	65,816	65,816	0.97	73,100	83,582	0.97	74,197	84,836
Lead Payroll Supervisor **	0.97	69,022	69,022	0.97	71,783	71,783	0.97	70,720	70,720	0.97	85,235	97,456	0.97	86,513	98,918
Lead Accountant **	0.98	75,974	75,974	0.98	79,013	79,013	0.98	82,173	82,173	0.98	85,235	97,456	0.98	86,513	98,918
Business & Operations Coordinator	1.00	86,852	86,852	1.00	90,327	90,327	1.00	93,940	93,940	1.00	85,235	97,456	1.00	86,513	98,918
Asst. Director Finance & Human Resources	2.00	85,000	97,760	2.00	88,400	101,670	2.00	91,936	105,737	2.00	95,769	123,036	2.00	97,206	124,882
Total	739.40			749.31			794.18			808.36			816.30		
	-			-			-			-			-		

* All salaries expressed in full-time equivalent terms

** Partially Funded in Operating Budget

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DEBT
APPENDIX
A

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Town of Needham - Debt Service Appendix A

Town of Needham Schedule of Outstanding Long Term Debt Service

Project	TM Vote	Art		Amount Issued	Final Maturity	Average Rate	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025	DEBT SERVICE 2026	DEBT SERVICE 2027	DEBT SERVICE 2028 - 2032	DEBT SERVICE After 2032
Public Services Administration Bldg.	Oct-08	5	$5,725,000	$100,000	Jul-22	3.69%	10,600	10,200						
Public Services Administration Building (Refunding Bond)	Oct-08	5	$5,725,000	$1,201,500	Feb-27	4.52%	262,250	255,950	250,450	214,700	210,200	192,400		
Public Services Administration Building (Refunding Bond)	Oct-08	5	$5,725,000	$280,000	Jul-24	5.00%	78,789	78,750	75,250	71,750				
Town Hall (Series III)	May-09	35	$4,100,000	$385,000	Aug-26	2.63%	29,031	28,375	27,656	26,906	26,156	25,391		
Kendrick Street Bridge Repair	May-10	35	$850,000	$750,000	Aug-21	2.21%	75,938							
Pollard School Roof Replacement	Nov-10	10	$3,500,000	$725,000	Jul-22	3.67%	74,200	71,400						
Senior Center (Series I)	Nov-11	14	$8,051,808	$1,000,000	Nov-32	3.38%	68,256	66,756	65,256	63,756	62,256	60,756	264,584	45,900
Senior Center (Series II)	Nov-11	14	$8,051,808	$5,050,000	Jul-33	3.54%	365,425	357,775	348,850	335,000	327,500	319,688	1,467,813	520,000
Senior Center (Series III)	Nov-11	14	$8,051,808	$1,050,500	May-34	2.83%	73,800	72,700	71,600	65,225	63,975	62,725	292,475	105,250
59 Lincoln Street & 89 School Street	May-12	8	$1,175,000	$52,500	Jul-32	2.93%	3,745	3,625	3,505	3,415	2,365	2,325	10,948	2,030
59 Lincoln Street & 89 School Street	May-12	8	$1,175,000	$1,005,000	Nov-32	3.39%	69,000	67,500	66,000	64,500	63,000	61,500	282,500	51,000
37-39 Lincoln Street	May-12	31	$630,000	$605,000	Nov-32	3.39%	41,400	40,500	39,600	38,700	37,800	36,900	169,500	30,600
51 Lincoln Street	Nov-12	17	$1,100,000	$950,000	Nov-32	3.39%	67,325	65,825	59,400	58,050	56,700	55,350	254,250	45,900
DPW Complex - Garage Bays	May-13	42	$1,100,000	$800,000	May-24	2.09%	85,200	83,600	82,000					
Pollard School Boiler Replacement	May-13	40	$800,000	$565,000	Jul-21	3.22%	71,050							
66 - 70 Chestnut Street	Nov-13	22	$1,458,000	$1,330,000	Nov-33	3.35%	99,750	96,950	94,150	91,350	88,550	85,750	397,075	144,200
Central Avenue/Elliot Street Bridge	May-15	43	$2,000,000	$500,000	Jan-27	4.00%	62,000	60,000	58,000	56,000	54,000	52,000		
Central Avenue/Elliot Street Bridge	May-15	43	$2,000,000	$240,000	Jul-21	5.00%	82,000							
High School Cafeteria Construction	Nov-15	11	$2,100,000	$1,500,000	Jan-27	4.00%	186,000	180,000	174,000	168,000	162,000	156,000		
Rosemary Recreational Complex	May-17	33	$3,000,000	$2,260,000	Jul-28	5.00%	360,000	198,750	191,250	183,750	176,250	168,750	315,000	
High School Expansion Construction	Oct-17	11	$11,125,000	$6,500,000	Jul-34	3.86%	838,500	489,125	472,875	456,625	440,375	424,125	1,906,125	1,018,875

Town of Needham - Debt Service Appendix A

Town of Needham Schedule of Outstanding Long Term Debt Service

Project	TM Vote	Art		Amount Issued	Final Maturity	Average Rate	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025	DEBT SERVICE 2026	DEBT SERVICE 2027	DEBT SERVICE 2028 - 2032	DEBT SERVICE After 2032
High School Expansion Construction	Oct-17	11	$11,125,000	$4,004,000	Aug-34	4.13%	406,700	393,950	381,200	368,450	355,700	342,950	1,523,700	781,250
Memorial Park Building	May-18	30	$2,918,000	$970,000	Aug-29	5.00%	117,875	113,625	109,375	95,375	91,625	87,875	236,250	
Public works Storage Facility	May-18	35	$3,503,000	$1,025,000	Feb-25	5.00%	246,000	235,750	225,500	215,250				
Memorial Park Building	May-18	30	$2,918,000	$440,000	Feb-24	5.00%	126,500	121,000	115,500					
Public Works Infrastructure Program	May-18	34	$250,000	$140,000	Jul-23	5.00%	54,019	48,375	46,125					
Public Works Storage Facility	May-18	35	$3,503,000	$75,000	Jul-23	5.00%	27,198	26,875	25,625					
Total General Fund Debt Service Within the Levy Limit							3,982,551	3,167,356	2,983,168	2,576,803	2,218,453	2,134,484	7,120,219	2,745,005
Broadmeadow School (Refunding Bond)	May-00	31	$15,550,000	$8,400,000	Nov-23	3.00%	708,700	678,000	642,600					
Eliot School (Refunding Bond)	May-00	32	$14,090,000	$2,562,000	Nov-24	3.94%	284,400	269,500	259,700	249,900				
High School Series 1 (Refunding Bond)	May-03	31	$51,300,000	$4,775,000	Nov-25	3.97%	542,000	523,600	500,300	482,100	459,000			
High School (Series IIA) (Refunding Bond)	May-03	31	$51,300,000	$2,991,900	Aug-24		558,200	538,600	514,100	494,700				
High School (Series IIB) (Refunding Bond)	Feb-05	1	$10,700,000	$782,850	Aug-26		115,840	112,040	108,240	104,440	100,640	95,370		
High School (Refunding Bond)	Feb-05	1	$10,700,000	$1,149,000	Jul-27	5.00%	222,647	214,000	210,375	201,625	197,750	188,750	87,125	
High Rock School Design (Refunding Bond)	Nov-06	9	$525,000	$187,770	Aug-26		29,840	28,840	27,840	21,940	21,140	18,870		
High Rock & Pollard School Projects (Refunding Bond)	May-07	41	$20,475,000	$429,470	Aug-26		66,160	63,960	56,860	54,860	52,860	47,430		
High Rock & Pollard School Projects (Series III) (Refunding Bond)	May-07	41	$20,475,000	$2,253,010	Aug-27		312,060	297,160	287,360	272,660	258,160	245,330	234,600	
High Rock & Pollard School Projects (Refunding Bond)	May-07	41	$20,475,000	$3,788,500	Feb-29	4.30%	633,350	617,200	598,700	574,950	556,200	537,000	1,001,600	
Newman School Extraordinary Repairs (Series IV)	Nov-09	14	$26,962,128	$9,000,000	Jul-32	2.82%	592,180	574,100	556,020	542,460	529,460	520,500	2,445,815	449,645
Newman School Extraordinary Repairs (Series V)	Nov-09	14	$26,962,128	$2,200,000	Nov-32	3.39%	151,800	148,500	145,200	141,900	138,600	135,300	621,500	112,200
Newman School Extraordinary Repairs (Refunding Bond)	Nov-09	14	$26,962,128	$1,894,000	Jul-28	5.00%	314,063	311,375	299,625	292,750	280,750	273,625	471,500	

Town of Needham - Debt Service Appendix A

Town of Needham Schedule of Outstanding Long Term Debt Service

Project	TM Vote	Art		Amount Issued	Final Maturity	Average Rate	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025	DEBT SERVICE 2026	DEBT SERVICE 2027	DEBT SERVICE 2028 - 2032	DEBT SERVICE After 2032
Owens Farm Land Purchase	Nov-15	13	$7,000,000	$7,000,000	Jan-42	3.70%	494,500	483,300	472,100	460,900	449,700	438,500	2,027,300	3,194,500
609 Central Land Purchase	May-16	7	$762,500	$730,000	Jan-39	3.68%	41,750	40,750	39,750	38,750	37,750	36,750	169,000	200,594
William School Construction Project	Oct-16	2	$57,542,500	$18,000,000	Jul-43	3.53%	1,333,800	1,297,800	1,261,800	1,225,800	1,189,800	1,153,800	5,293,800	10,372,500
William School Construction Project	Oct-16	2	$57,542,500	$7,400,000	Aug-41	3.48%	530,481	515,731	500,981	486,231	471,481	456,731	2,068,306	3,370,034
Public Safety Building & Station 2 Design	Oct-17	11	$3,750,000	$32,000	Jul-21	5.00%	32,404							
Public Safety Buildings Construction	Oct-18	10	$66,245,000	$11,565,000	Aug-44	3.36%	885,700	857,075	828,700	805,450	782,200	758,950	3,433,325	7,121,088
Public Safety Buildings Construction	Oct-18	10	$66,245,000	$18,540,000	Feb-40	2.86%	1,476,650	1,431,900	1,387,150	1,342,400	1,297,650	1,261,850	5,772,250	7,807,550
Public Safety Buildings Construction	Oct-18	10	$66,245,000	$19,160,000	Jul-40	2.70%	3,842,697	1,340,250	1,298,750	1,257,250	1,215,750	1,174,250	5,281,950	8,130,700
Total General Fund Debt Service Excluded from the Levy Limit							13,169,223	10,343,681	9,996,151	9,051,066	8,038,891	7,343,006	28,908,071	40,758,811
Town Hall (Series III)	May-09	35	$7,200,000	$1,225,000	Aug-26	2.63%	92,900	90,800	88,500	86,100	83,700	81,250		
Town Hall (Refunding Bond)	May-09	35	$7,200,000	$1,345,000	Jul-28	5.00%	216,374	219,625	211,375	203,125	199,750	191,250	356,750	
Town Hall (Series IV)	May-09	35	$7,200,000	$970,000	Jul-30	2.80%	68,425	66,225	64,025	62,375	61,275	60,175	209,438	
Rosemary Recreational Complex	May-17	33	$8,000,000	$4,000,000	Jul-37	3.57%	336,000	326,000	316,000	306,000	296,000	286,000	1,298,000	1,552,750
Rosemary Recreational Complex	May-17	33	$8,000,000	$3,221,000	Aug-37	3.74%	280,356	266,981	258,731	250,481	242,231	233,981	1,027,481	1,034,709
Total CPA Debt Service							994,056	969,631	938,631	908,081	882,956	852,656	2,891,669	2,587,459
Sewer Rehabilitation - Rte 128 Area (Refunding Bond)	Nov-05	9	$3,500,000	$500,000	Nov-22	4.00%	74,200	71,400						
Sewer Rehabilitation - Rte 128 Area (Refunding Bond)	Nov-05	9	$3,500,000	$36,000	Feb-28	4.39%	7,650	6,350	6,100	5,850	5,600	5,400	5,200	
Sewer Pump Station Reservoir B - MWPAT	Nov-11	15	$6,300,000	$6,034,290	Jan-33	2.15%	374,323	374,391	374,460	374,531	374,602	374,677	1,874,547	375,154
Wastewater System Rehabilitation	May-17	48	$600,000	$46,000	Feb-22	5.00%	21,000							

Town of Needham - Debt Service Appendix A

Town of Needham Schedule of Outstanding Long Term Debt Service

Project	TM Vote	Art		Amount Issued	Final Maturity	Average Rate	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025	DEBT SERVICE 2026	DEBT SERVICE 2027	DEBT SERVICE 2028 - 2032	DEBT SERVICE After 2032
MWRA Sewer System Rehab - I/I Work	Jun-18	48	$600,000	$179,548	May-23		35,910	35,910						
MWRA Sewer System Rehab - I/I Work				$440,000	Nov-24		88,000	88,000	88,000	88,000				
Total Sewer Fund Debt Service							601,082	576,050	468,560	468,381	380,202	380,077	1,879,747	375,154
Water System Rehabilitation - Rte 128 Area (Refunding Bond)	May-06	71	$3,000,000	$638,000	Nov-22	4.00%	127,000	117,300						
MWPAT Water DWS-08-24	May-08	47	$1,900,000	$765,335	Jul-30	2.00%	49,044	48,979	48,913	48,845	48,777	48,707	194,099	
Water Main Improvements	May-08	47	$1,900,000	$400,000	Nov-20	3.95%	45,600	44,000	42,400	40,800				
St Mary's Pump Station	May-13	47	$5,565,100	$1,995,000	May-34	2.85%	136,775	134,775	132,775	130,275	127,775	125,275	584,075	205,150
St Mary's Pump Station	May-13	47	$5,565,100	$1,700,000	Nov-33	3.36%	127,950	124,350	120,750	117,150	113,550	109,950	509,025	175,100
Water Service Connection Replacement (MWRA)	Jun-18	50	$1,000,000	$1,000,000	May-28		100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Water System Rehabilitation (MWRA)	Jun-18	51	$1,300,000	$1,131,265	May-28		113,127	113,127	113,127	113,127	113,127	113,127	113,127	
Total Water Fund Debt Service							699,495	682,530	557,965	550,197	503,229	497,059	1,500,325	380,250
Total Debt Service							19,446,407	15,739,249	14,944,474	13,554,528	12,023,731	11,207,282	42,300,032	46,846,679

Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are restructured from time to time by the Trust. The program provides grants and other financial assistance which in some instances results in a low or no interest rate loan.

* Rate reflects the average coupon rate over the life of the loan.

Town of Needham - Debt Service Appendix A

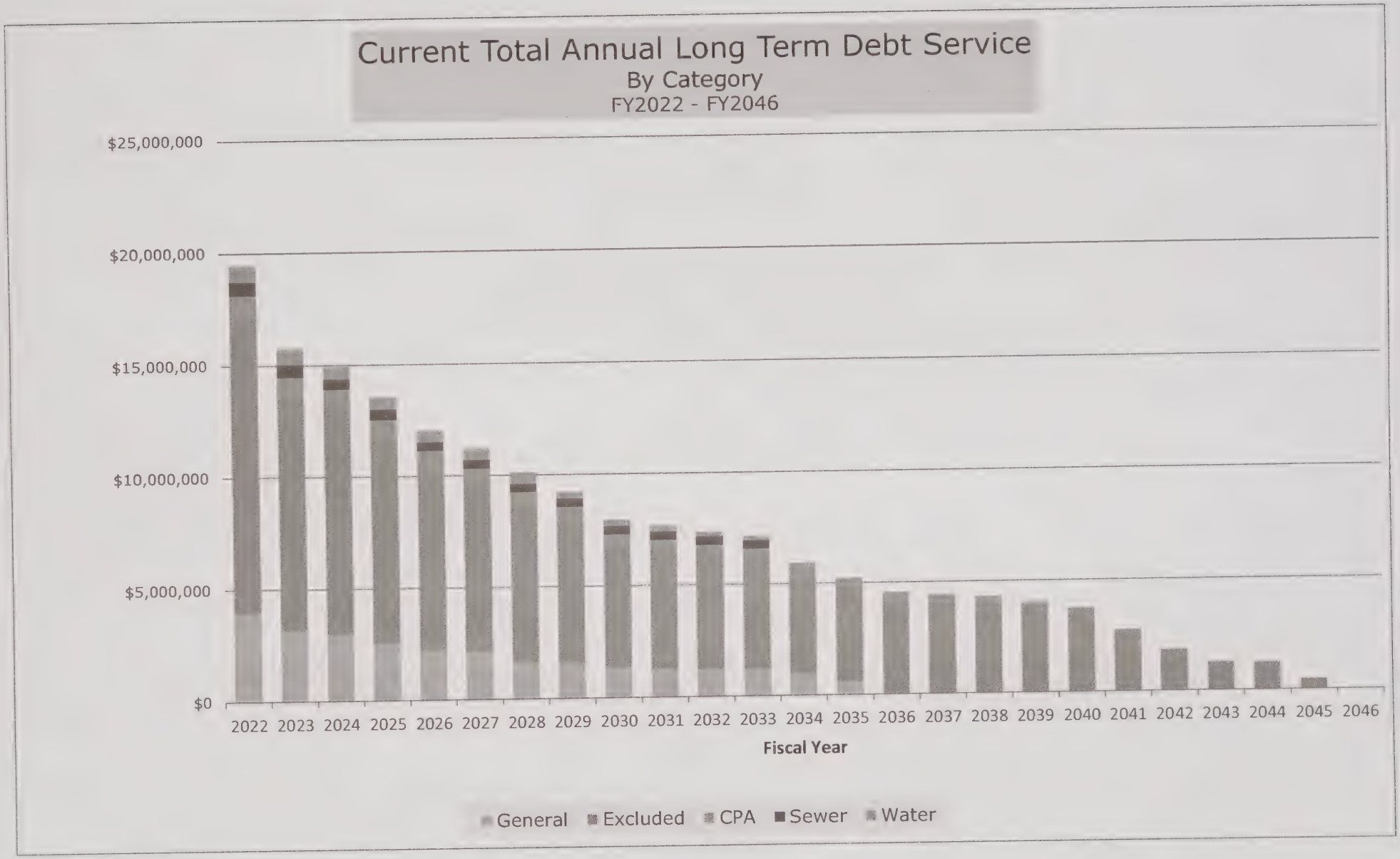
Issued Long Term Debt Serv ice

Fiscal Year	General	Excluded	CPA	Sewer	Water	Total
2022	$3,982,551.27	$13,169,223.06	$994,055.57	$601,082.43	$699,495.06	$19,446,407.39
2023	$3,167,356.27	$10,343,681.26	$969,631.26	$576,050.46	$682,530.17	$15,739,249.42
2024	$2,983,167.52	$9,996,151.26	$938,631.26	$468,559.50	$557,964.58	$14,944,474.12
2025	$2,576,802.52	$9,051,066.26	$908,081.26	$468,380.66	$550,196.91	$13,554,527.61
2026	$2,218,452.52	$8,038,891.26	$882,956.26	$380,202.39	$503,228.76	$12,023,731.19
2027	$2,134,484.39	$7,343,006.26	$852,656.26	$380,076.63	$497,058.76	$11,207,282.30
2028	$1,651,051.26	$6,851,198.76	$738,543.76	$379,952.24	$491,411.50	$10,112,157.52
2029	$1,593,115.64	$6,277,250.01	$700,918.76	$374,829.00	$273,088.06	$9,219,201.47
2030	$1,381,686.27	$5,408,413.76	$514,668.76	$374,907.65	$267,663.04	$7,947,339.48
2031	$1,269,538.76	$5,257,080.01	$500,281.26	$374,987.84	$261,387.51	$7,663,275.38
2032	$1,224,827.50	$5,114,128.76	$437,256.26	$375,070.14	$206,775.00	$7,358,057.66
2033	$1,184,580.00	$4,978,695.02	$424,856.26	$375,154.05	$195,650.00	$7,158,935.33
2034	$977,268.75	$4,316,878.14	$413,556.26		$184,600.00	$5,892,303.15
2035	$583,156.25	$4,231,046.89	$403,356.26			$5,217,559.40
2036		$4,144,362.51	$393,056.26			$4,537,418.77
2037		$4,056,375.01	$382,531.26			$4,438,906.27
2038		$3,945,940.63	$366,853.13			$4,312,793.76
2039		$3,845,384.38	$203,250.00			$4,048,634.38
2040		$3,720,753.13				$3,720,753.13
2041		$2,741,225.00				$2,741,225.00

Town of Needham - Debt Service Appendix A

Issued Long Term Debt Serv ice

Fiscal Year	General	Excluded	CPA	Sewer	Water	Total
2042		$1,845,650.00				$1,845,650.00
2043		$1,252,300.00				$1,252,300.00
2044		$1,213,300.00				$1,213,300.00
2045		$466,900.00				$466,900.00
2046						


Current Total Annual Long Term Debt Service
By Category
FY2022 - FY2046
$25,000,000
$20,000,000
$15,000,000
$10,000,000
$5,000,000
$0
2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046
Fiscal Year
General
Excluded
CPA
Sewer
Water

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DEBT
APPENDIX
B

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Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open General Fund Projects - as of March 30, 2022				
Recycling and Transfer Station Property Improvements	May-18	37	$645,000	$535,000
Memorial Park Building Project	May-18	30	$2,918,000	$38,000
Public Works Storage Facility	May-18	35	$3,503,000	$2,353,000
Mitchell School Restroom Upgrades	Jun-20	23	$676,700	$660,000
Public Safety Buildings Construction	Jun-20	23	$1,400,000	$1,400,000
Emery Grover Renovation Design	Oct-21	7	$1,475,000	$1,475,000
TOTAL				$6,461,000
Proposed General Fund Projects for the 2022 ATM				
Emery Grover Renovation	Pending			$7,900,000
TOTAL				$7,900,000
Open CPA Fund Projects - as of March 30, 2022				
Rosemary Recreational Complex	May-17	33	$8,000,000	$87,500
TOTAL				$87,500

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Proposed CPA Fund Projects for the 2022 ATM				
Emery Grover Renovation	Pending			$4,000,000
TOTAL				$4,000,000
Open Sewer Enterprise Fund Projects - as of March 30, 2022				
Sewer Main Replacement	May-21	39	$363,000	$363,000
TOTAL				$363,000
Proposed Sewer Enterprise Fund Projects for the 2022 ATM				
NONE				
TOTAL				$0
Open Water Enterprise Fund Projects - as of March 30, 2022				
Water Distribution System Improvements	May-19	41	$4,500,000	$4,150,000
Water Service Connections	May-21	41	$1,000,000	$1,000,000
TOTAL				$5,150,000

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Proposed Water Enterprise Fund Projects for the 2022 ATM				
NONE				
TOTAL				$0
Open General Fund Projects Funded by Debt Exclusion - as of March 30, 2022				
Williams Elementary School	Oct-16	2	$57,542,500	$226,633
Public Safety Building & Fire Station #2 Project	Oct-18	10	$66,245,000	$11,902,000
SUB TOTAL				$12,128,633
Proposed General Fund Projects for the 2022 ATM to be Funded by Debt Exclusion				
NONE				
TOTAL				$0

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TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 9, 2022

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on:

MONDAY, THE NINTH DAY OF MAY 2022

At seven thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the fiscal year 2022 Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2021 and fiscal year 2022; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: The Town and the Fire Union have reached agreement on a contract for fiscal year 2021 and 2022. The Agreement provides for numerous language changes, and a general wage increase of 3% in fiscal year 2021 and 2% in fiscal year 2022, consistent with other employee groups. The contract brings the Fire Union current. The parties will continue to meet to reach agreement on a successor agreement for fiscal year 2023 and beyond. Specifics on the Agreement with the Union are available on the Town's May 9, 2022 Special Town Meeting webpage.

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: The Town and the Needham Police Union have agreed on two contracts – one for fiscal year 2022 and one for fiscal year 2023 through fiscal year 2025. The agreement implements critical priorities of the Select Board including internal wage parity with respect to education pay, ensuring the Town's ability to recruit and retain the highest quality staff, and agreement to replace the Civil Service system with an alternative, locally based system. Such system will be implemented after the Town's petition to leave Civil Service, proposed under Article 4, is approved by the General Court and the Governor. Specifics on the Agreement with the Union are available on the Town's May 9,2022 Special Town Meeting webpage.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the Warrant, the parties had not reached agreement on a contract. If the parties reach agreement on a contract, specifics will be available on the Town's May 9, 2022 Special Town Meeting webpage.

GENERAL ARTICLES

ARTICLE 4: HOME RULE PETITION TO EXEMPT POLICE DEPARTMENT FROM CIVIL SERVICE

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation to exempt the Police Department, including the Chief of Police, from chapter 31 of the General Laws, the Massachusetts Civil Service Law; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court; and provided further that the Town Manager is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

> AN ACT EXEMPTING ALL POSITIONS IN THE POLICE DEPARTMENT OF THE TOWN OF NEEDHAM FROM THE CIVIL SERVICE LAW
>
> Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:
>
> SECTION 1. Notwithstanding any general or special law to the contrary, all positions in the police department of the town of Needham, including the position of chief of police, shall be exempt from chapter 31 of the General Laws.

SECTION 2. This act shall not impair the civil service status of a person holding a position described in section 1 on the effective date of this act.

SECTION 3. Notwithstanding section 2, no appointment or promotion made after the effective date of this act shall be subject to chapter 31 of the General Laws.

SECTION 4. This act shall take effect upon its passage.

Or to take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Civil Service system is outdated and problematic. It was adopted in the early 20th century primarily to protect hiring and discipline from patronage. Those goals are better addressed now by other laws and regulations, and by public employee collective bargaining rights. Removing the Town from Civil Service will strengthen necessary management rights and accountability and allow greater flexibility in hiring and promotions. A locally-based system of recruitment and promotion – rather than one controlled at the State level – will allow the Town to recruit highly qualified candidates for increasingly difficult to fill police officer positions. Such enhanced recruitment opportunities will also be useful in increasing the diversity of the police force.

Information about the process developed to replace the Civil Service promotion system is included in the Memorandum of Agreement between the Town and the Needham Police Union located on the May 9, 2022 Special Town Meeting webpage. A draft policy on recruitment of police officers at initial hire is available on that webpage as well.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 22nd day of March 2022.

Matthew D. Borrelli, Chair
Marianne B. Cooley, Vice Chair
Marcus A. Nelson, Clerk
Daniel P. Matthews, Member
Kevin Keane, Member

Select Board of Needham

A TRUE COPY
Attest:
Constable:

FISCAL YEAR 2022
(July 1, 2021 – June 30, 2022)

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, October 25, 2021

SPECIAL TOWN ELECTION
Tuesday, December 7, 2021

ANNUAL TOWN ELECTION
Tuesday, April 12, 2022

ANNUAL TOWN MEETING
Monday, May 2, 2022

SPECIAL TOWN MEETING
Monday, May 9, 2022

FISCAL YEAR 2022
(July 1, 2021 – June 30, 2022)

TOWN CLERK'S RECORDS

OF THE

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Tuesday, December 7, 2021

ANNUAL TOWN ELECTION
Tuesday, April 12, 2022

ANNUAL TOWN MEETING
Monday, May 2, 2022

SPECIAL TOWN MEETING
Monday, May 9, 2022

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RECORD OF SPECIAL TOWN MEETING
Monday, October 25, 2021

Pursuant to a Warrant issued by the Select Board September 14, 2021 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met at the James Hugh Powers Hall, Needham Town Hall on Monday, October 25, 2021 at 7:30 o'clock in the afternoon.

The checkers appointed by the Select Board were sworn to the faithful performance of their duties by the Town Clerk:

Check lists were used and 183 voters, including 175 Town Meeting Members, were checked on the list as being present and 76 absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:35 o'clock and expressed his delight to welcome Town Meeting Members back to James Hugh Powers Hall at Needham Town Hall. He announced that there is no Call for Spiritual Guidance that opens our Annual Town Meeting, but we do honor our Great Country, and all who toiled – and many who perished – to form and preserve the United States of America and allow us to meet here tonight and engage in self-governance. To honor America, please join me in reciting the Pledge of Allegiance.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator announced the following arrangement of the meeting space.

ARRANGEMENT OF THE MEETING SPACE

1. You have been admitted to this meeting space because of your status as a Town Meeting Member. Virtually the entire floor is reserved for 252 Town Meeting Members and certain elected and appointed officials. Please sit in the first 13 rows. as marked by the pylons. Registered voters may sit in the 14th row or in the balcony. The Marshal, Mr. Jacques, will assist you and enforce the limits of this dedicated space for Town Meeting Members. As always, please wear your badges that identify you as a Town Meeting Member.

2. Once situated please remain in your seats and do not move your chair. Seats have been arranged with more than sufficient spacing for public health purposes.

3. The Needham Board of Health has provided us with guidance on the use of face masks. Please wear a mask throughout our meeting, including when addressing Town Meeting. The Town Clerk and I will not be wearing masks while on stage, because our position on stage is sufficiently distant from others. In addition, given the frequency with which I must address Town Meeting and the need for you all to understand me clearly, this will greatly aid my ability to communicate with you.

4. As I described in my Informational Memorandum to Town Meeting Members, although we are back at Town Hall, we are still operating under conditions necessary to preserve public health. Accordingly, no hard copy materials are available at the hall tonight. In addition, as with the last three meetings, video presentations from sponsors, other interested parties and the Finance Committee were posted to the Town's You Tube Channel in advance of this meeting and other materials -- such as FAQs and supporting documents -- were posted to the Town's website. It is my sincere hope that you were able to view the presentations and related materials that were available prior to the meeting.

5. As with the previous three meetings held during the public health emergency, the videos constitute the affirmative presentations for the Main Motions that will be on the floor this evening. I understand, however, that not everyone may have viewed the videos, or you may have viewed them some time ago. As Moderator, I want all Town Meeting Members to be informed, so for this transitional meeting, I informed the sponsors of Main Motions – and advised all of you in my Informational Memorandum – that if they wish, they will be allowed to address Town Meeting for up to a maximum of **FIVE** minutes to **remind** you about what they stated in their video. This is a reminder or refresher only, not a complete repetition.

6. When we engage in Discussion, you may address Town Meeting only after being recognized by the Moderator. I ask you to rise, raise your hand and say "Mr. Moderator" to be recognized. Once recognized, please proceed to one of the microphones positioned around the meeting space for use by Town Meeting Members. Once again, these are no touch microphones. Please stand back from the microphone and do not touch the microphones or attempt to adjust them. If adjustment is necessary, the Marshal will assist you. Please know that due the masks, I may not recognize you and call you by name.

7. To expedite our meeting, I do not envision calling a recess, though at some point, we may have a stretch in place. Please feel free to use the restrooms while we are in session if necessary.

8. This is transitional meeting on our road back to normal. I appreciate your assistance in avoiding redundancy and for public health reasons, promote our ability to complete this indoor meeting expeditiously. I appreciate your cooperation and your patience.

9. Finally, because we do not want groups forming at the exits, when we are done, I will once again dismiss you one precinct at a time. Please stay in your seats, listen for your precinct, and leave.

RULES OF ORDER, PRACTICE AND PROCEDURE

1. Please rise to be recognized, raise your hand and you may call out "Mr. Moderator." When a member is recognized by the Moderator, proceed to the nearest microphone and announce yourself by stating your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise or raise their hand or say "Mr. Moderator" please

inform me so that appropriate accommodation may be made.

2. Anyone entering or exiting the meeting area during our session, for example to use the rest rooms, must use care not to disrupt the session.

3. Please silence all cell phones and other electronic devices. **(Please check this status now!) In addition, please consider putting these devices away entirely while we are in session so you may devote your full attention to our important work unless of course you have downloaded a relevant document or the warrant on your device.**

4. No firearms or weapons may be brought into the meeting space except by law enforcement personnel.

5. As a sign of respect for this legislative chamber, no hats may be worn except for medical or religious purposes.

6. Members, non-member speakers and all attendees must observe our rules and practice civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bounds of civility. Please remember that we are ONE community and ONE Town Meeting with one common goal; the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair of the Meeting.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.7 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel and should be employed. If lengthy or complicated, motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, particularly with regard to zoning articles, the speaker will yield the floor to another speaker while the drafting and formulation process in underway.

Special Note on zoning articles. Zoning is complex and the subject of much effort prior to Town Meeting. As discussed in the Moderator's Memorandum to Town Meeting Members in connection with this Special Town Meeting and consistent with the rules adopted for the Annual Town Meeting, anyone who wishes to tender an amendment to a zoning article must confer in advance with the Planning Board, and if necessary, Town Counsel and the Moderator to address questions and if possible, work with the Planning Board to address wording and the impact of any amendments.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions such as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the Meeting shall be ruled out of order.

14. As stated in the Moderator's Memorandum to Town Meeting Members in connection with our Annual Town Meeting, this meeting is being livestreamed and ultimately televised through the good efforts of the Needham Channel. Any inappropriate conduct involving the live coverage or cameras shall be deemed to be out of order addressed swiftly and definitively by the Moderator.

15. I seek unanimous consent to adopt the following rules of practice concerning debate **for this meeting**:

    There will be no full, affirmative presentations by proponents of articles, other interested parties and the Finance Committee, because the affirmative presentations have been posted to the Town's You Tube channel in advance of Special Town Meeting.

    When I call an Article by its number, the corresponding Main Motion -- and any previously filed motion to amend or motion to refer -- will be placed on the floor by the Moderator.

    At that time, proponents of the Main Motion have the option of speaking for up to five minutes for the sole purpose of reminding Town Meeting Members about the subject matter of the Main Motion.

    Time limits for discussion: Town Meeting Members, non-TMMS, visitors other than attorneys:
    (5 minutes each, all-inclusive per article).

    Responsive remarks by sponsors, the Select Board, the Finance Committee and other members of Town Boards or Departments **(5 minutes per response)**

I seek your unanimous consent for the adoption of these rules of procedure and practice for this Special Town Meeting....hearing no objection I find unanimous consent that the rules of procedure and practice as described by the Moderator are voted and adopted and the Town Clerk will so record.

Announcements

1. The Needham League of Women Voters requests Town Meeting Members to complete the survey by Wednesday, October 27, 2021. The link is on the League's website.

2. The Needham League of Women Voters will hold a presentation on Affordable Housing on Thursday, October 28, 2021.

3. The Needham League of Women Voters will hold Candidate's Night for the Special Town Election on Wednesday, November 17, 2021 at 7:00 PM via zoom.

4. The Needham Exchange Club is holding their annual Fruit and Chocolate fundraiser. There is additional information on their website.

The Moderator advised that there are no changes in the affirmative motions.

The Moderator announced that there are no articles to be withdrawn.

The Moderator announced that Articles 7, 11, and 12 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 1, 2, 3, 4, 5, 8, and 9. The Moderator then called the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was unanimously voted, and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 1: AMEND THE FY2022 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2022 Sewer Enterprise Fund adopted under Article 21 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$1,029,212	$1,041,733
201D	MWRA Assessment	$6,662,310	$6,614,690

or take any other action relative thereto.

Article Information: This article provides funding for the salary and wage increases for Sewer Enterprise personnel approved at the May 1, 2021 Special Town Meeting in the amount of $12,521 and reduces the MWRA Assessment by $47,620 based on the final assessment issued by the Massachusetts Water Resources Authority after the original amount was approved. The net change to the budget is a reduction of $35,099.

Moved: That the Town will vote to amend and supersede certain parts of the fiscal year 2022 Sewer Enterprise Fund adopted under Article 21 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$1,029,212	$1,041,733
201D	MWRA Assessment	$6,662,310	$6,614,690

ACTION: So voted by unanimous consent.

ARTICLE 2: AMEND THE FY2022 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2022 Water Enterprise Fund adopted under Article 22 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,413,248	$1,457,409
301D	MWRA Assessment	$1,677,742	$1,670,433

or take any other action relative thereto.

Article Information: This article provides funding for the salary and wage increases for Water Enterprise personnel approved at the May 1, 2021 Special Town Meeting in the amount of $44,161 and reduces the MWRA Assessment by $7,309 based on the final assessment issued by the Massachusetts Water Resources Authority after the original amount was approved. The net change to the budget is an increase of $36,852.

Moved: That the Town will vote to amend and supersede certain parts of the fiscal year 2022 Water Enterprise Fund adopted under Article 22 of the May 1, 2021 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,413,248	$1,457,409
301D	MWRA Assessment	$1,677,742	$1,670,433

ACTION: So voted by unanimous consent.

ARTICLE 3: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the amount of $7,603.90 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager; or take any other action relative thereto.

Article Information: Chapter 187 of the Acts of 2016 established a Commonwealth Transportation Infrastructure Fund. Each Transportation Network Company (such as Uber and Lyft) is assessed $0.20 per ride to fund transportation improvements. One-half of the amount received from the Fund is to be distributed proportionately to each city and town based on the number of rides that originated in that city or town. The distributed funds must be used to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town. Funding for Transportation Improvements will be allocated to pedestrian and bicycle safety initiatives unless circumstances require otherwise.

MOVED : That the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the amount of $7,603.90 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager.

ACTION: So voted by unanimous consent.

ARTICLE 4: AMEND THE ZONING BY-LAW – OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law, as follows:

a) Amend Section 6.9. Outdoor Seating, Subsection 6.9.1, Applicability, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter is" before the words "permitted under"; and (iii) adding the word "are" before the words "permitted under"; so that it reads as follows:

"Section 6.9.2 shall apply in any business district in which eat-in restaurants are permitted under Section 3.2.2 of this By-Law."

b) Amend the first sentence of Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "is permitted during"; (iii) replacing the words "Section 7.4.4 and 7.4.6" with the words "Sections 7.4.4 and 7.4.6"; and (iv) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for eat-in restaurants is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Sections 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Select Board in the case of (b) below, provided that:"

c) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (a) by deleting the words ", licensed," so that it reads as follows:

"(a) It is within the front yard, rear yard, or side yard of the restaurant's owned or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:"

d) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by (i) deleting the words "so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining"; (ii) deleting the word "alternatively" before the words "on a public way"; and (iii) adding the word "on" before the words "other public property"; so that it reads as follows:

"(b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property or on a public way or on other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:"

e) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(i) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(i) No temporary outdoor restaurant seating shall be permitted, unless the Select Board authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;"

f) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iii) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Select Board;"

g) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iv) by (i) adding the words "shall not be authorized" after the words "Outdoor seating"; (ii) deleting the words "is prohibited" before the words "in designated or required landscape areas"; and (iii) by adding the words ", or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;" at the end of the subparagraph so that it reads as follows:

"(iv) Outdoor seating shall not be authorized in designated or required landscaped areas, parking lots or drive aisles, or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;"

h) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by adding the following sentence at the end of the section:

"The Select Board may authorize seasonal temporary outdoor seating under this Section 6.9.2 (b) earlier than April 1 and later than October 31 of each year."

i) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by replacing the words "Board of Selectmen" with the words "Select Board", in the second paragraph of the section so that it reads as follows:

"Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Select Board."

j) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by deleting the last paragraph of the section and replacing it with the following paragraph to read as follows:

"Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, provided that (1) such seating remains seasonal and temporary; and (2) such seating does not increase capacity by more than thirty percent (30%) unless such increase is authorized by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant, with or without a hearing, as said Special Permit Granting Authority shall determine."

k) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1 Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

l) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

m) Amend the second sentence of Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 Permitted Uses, paragraph (k) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

n) Amend the second sentence of Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 Permitted Uses, paragraph (i) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are

necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

o) Amend the second sentence of Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 Permitted Uses, paragraph (m) by adding (i) the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

Or take any other action relative thereto.

Article Information: Under current zoning rules, the Planning Board may permit seasonal temporary outdoor seating at restaurants with waiter or waitress service on private property and the Select Board may permit such use on public property. This is implemented through an expedited permitting process (minor site plan review) where the outdoor seating meets the following criteria: (1) The outdoor seating is provided during the temporary outdoor seating season defined as April 1 thru October 31; (2) The outdoor seating is not located on a designated or required landscape area, parking lot, or driveway aisle; (3) The outdoor seating is not located on a parking space within a public way; and (4) The outdoor seating does not increase the restaurant's overall seating capacity by more than thirty percent. Restaurants seeking outdoor seating outside of these criteria must currently seek a formal special permit from the Planning Board for seating located on private property. No authority is currently provided to the Select Board to deviate from the above-noted rules on public property.

This article would extend the circumstances under which the Planning Board and Select Board may authorize seasonal temporary outdoor seating. First, the article extends to all eat-in restaurants the expedited permitting process (minor site plan review) currently only afforded to restaurants with waiter or waitress service. Second, the article grants to the Select Board the discretion to approve the use of a parking space located either in a municipal parking lot or within a public way for outdoor seating where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, will be adequately provided for. Third, the article grants to the Select Board the discretion to allow outdoor seating outside of the normal temporary outdoor seating season of April 1 through October 31. The intent of these modifications is to enable the outdoor seating protocols that were put in place during the pandemic, which are not permissible under the current regulatory scheme.

Moved: That the Town will vote to amend the Needham Zoning By-Law, as follows:

a) Amend Section 6.9. Outdoor Seating, Subsection 6.9.1, Applicability, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter is" before the words "permitted under"; and (iii) adding the word "are" before the words "permitted under"; so that it reads as follows:

"Section 6.9.2 shall apply in any business district in which eat-in restaurants are permitted under Section 3.2.2 of this By-Law."

b) Amend the first sentence of Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "is permitted during"; (iii) replacing the words "Section 7.4.4 and 7.4.6" with the words "Sections 7.4.4 and 7.4.6"; and (iv) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for eat-in restaurants is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Sections 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Select Board in the case of (b) below, provided that:"

c) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (a) by deleting the words ", licensed," so that it reads as follows:

"(a) It is within the front yard, rear yard, or side yard of the restaurant's owned or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:"

d) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by (i) deleting the words "so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining"; (ii) deleting the word "alternatively" before the words "on a public way"; and (iii) adding the word "on" before the words "other public property"; so that it reads as follows:

"(b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property or on a public way or on other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:"

e) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(i) by replacing the words "Board of

Selectmen" with the words "Select Board", so that it reads as follows:

"(i) No temporary outdoor restaurant seating shall be permitted, unless the Select Board authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;"

f) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iii) by replacing the words "Board of Selectmen" with the words "Select Board", so that it reads as follows:

"(iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Select Board;"

g) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b)(iv) by (i) adding the words "shall not be authorized" after the words "Outdoor seating"; (ii) deleting the words "is prohibited" before the words "in designated or required landscape areas"; and (iii) by adding the words ", or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;" at the end of the subparagraph so that it reads as follows:

"(iv) Outdoor seating shall not be authorized in designated or required landscaped areas, parking lots or drive aisles, or in parking spaces located within a public way, except for good cause, and where the Select Board finds, after holding a public hearing, that pedestrian and vehicular circulation, the safety of restaurant patrons and the public, and parking for patrons of restaurants, retail establishments and service establishments in the vicinity of the outdoor seating, shall be adequately provided for;"

h) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, Subparagraph (b) by adding the following sentence at the end of the section:

"The Select Board may authorize seasonal temporary outdoor seating under this Section 6.9.2 (b) earlier than April 1 and later than October 31 of each year."

i) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by replacing the words "Board of Selectmen" with the words "Select Board", in the second paragraph of the section so that it reads as follows:

"Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Select Board."

j) Amend Section 6.9. Outdoor Seating, Subsection 6.9.2, Basic Requirements Seasonal Outdoor Seating, by deleting the last paragraph of the section and replacing it with the following paragraph to read as follows:

"Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, provided that (1) such seating remains seasonal and temporary; and (2) such seating does not increase capacity by more than thirty percent (30%) unless such increase is authorized by the Special Permit Granting Authority that granted the special permit allowing the use of the premises as a restaurant, with or without a hearing, as said Special Permit Granting Authority shall determine."

k) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial 1 Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

l) Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising Accessory Uses to replace the term "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" with the term "Seasonal temporary outdoor seating for eat-in restaurants".

m) Amend the second sentence of Section 3.2.4 Uses in the New England Business Center District, Subsection 3.2.4.1 Permitted Uses, paragraph (k) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

n) Amend the second sentence of Section 3.2.5 Uses in the Highland Commercial-128 District, Subsection 3.2.5.1 Permitted Uses, paragraph (i) by (i) adding the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before

the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

o) Amend the second sentence of Section 3.2.6 Uses in the Mixed Use-128 District, Subsection 3.2.6.1 Permitted Uses, paragraph (m) by adding (i) the word "eat-in" before the word "restaurants"; (ii) deleting the words "serving meals for consumption on the premises and at tables with service provided by waitress or waiter" before the words "shall be allowed"; and (iii) replacing the words "Board of Selectmen" with the words "Select Board"; so that it reads as follows:

"Further provided, accessory uses for seasonal temporary outdoor seating for eat-in restaurants shall be allowed upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Select Board in accordance with Section 6.9."

ACTION: So voted by unanimous consent.

ARTICLE 5: AMEND ZONING BY-LAW – CHESTNUT STREET BUSINESS DISTRICT FRONT SETBACK

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1) Amend Section 4.4.4, Front Setback, by replacing in the first sentence of the first paragraph the word "a" with the word "the" and by capitalizing the term "business district" to read as follows (new language underlined):

"In the Business District, there shall be a minimum front setback of ten (10) feet for all lots zoned in the Business District prior to April 14, 1952 and of twenty (20) feet for all lots changed to the Business District thereafter. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways, as defined in Section 4.4.5. Regulations relative to parking setbacks are governed by Section 5.1."

2) Amend Section 4.4.4, Front Setback, by revising the second paragraph to read as follows (new language underlined):

"In the Chestnut Street Business District, there shall be a minimum front setback of ten (10) feet for all buildings except along both sides of Chestnut Street where there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

Or take any other action relative thereto.

Article Explanation: This article is a technical correction to the zoning by-law designed to clarify historic interpretation and practice as relates to the front yard setback requirement for lots located within the Chestnut Street Business District. In 1990 when the Chestnut Street Business District was created, the front yard setback requirement for the District was established at ten (10) feet for all buildings except for those located along both sides of Chestnut Street where a front yard setback of twenty (20) feet was required. This was the recommendation for the Chestnut Street Business District contained in the 1989 Needham Center Planning Study. The amendment offered above now clarifies the front yard setback requirement of ten (10) feet for all lots fronting on Keith Place, Oak Street, Chestnut Place, Clyde Street, Marsh Road, and Junction Street in the Chestnut Street Business District consistent with the recommendations of the 1989 Needham Center Planning Study.

ACTION: So voted by unanimous consent.

ARTICLE 8: AUTHORIZE SOLAR INSTALLATION AT JACK COGSWELL BUILDING

To see if the Town will vote to:

1) Authorize the Select Board to lease all or a portion of the rooftop of the Public Works Storage Facility/Jack Cogswell Building located at 1407 Central Avenue and shown on Assessors Map 308 as Lot 002, and any necessary space on or in said building and the associated real property, to a solar energy provider for the purposes of constructing, maintaining, and operating a roof-mounted solar facility, upon such terms and conditions as are acceptable to the Select Board, for a term of up to thirty (30) years; and further to authorize the Board to enter into a power purchase agreement with the solar energy provider and any other agreements as may be necessary in the Board's judgment to develop this solar facility.

2) Authorize the Select Board to grant any easements necessary to allow the electric utility to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility.

Or take any other action relative thereto.

Article Information: The Jack Cogswell Building (JCB) at the Needham RTS was constructed in 2019-20 for the seasonal storage of DPW vehicles and equipment. The rooftop was designed to be "solar ready" in compliance with current building codes so that the structure could support the addition of a rooftop solar array. The design firm has provided a preliminary design for a 203.8 kW DC array with approximately 425 solar panels projected to provide between 210,000 kWh and 216,500 kWh per year of electrical power production. While this solar array would generate more energy than is consumed by the building, the estimated solar energy production is about equal to the total electrical demand of all the buildings at the RTS. If the Town "net meters" this excess energy to these other Town accounts, then the full benefit of this installation can be realized.

The Permanent Public Building Committee (PPBC) has evaluated several options for procurement of this solar installation. The PPBC and Building Design and Construction Department have secured an approval from the Solar Massachusetts Renewable Target (SMART) incentive program and gained approval from the Planning Board for a de minimus change to allow for this installation. Other regulatory approvals are currently being sought from the DPU. While the original project authorization (Article 35 of the 2018 Annual Town Meeting) has sufficient contingency to procure this solar array, the Select Board is recommending that the Town instead pursue a Power Purchase Agreement (PPA) with a private solar energy provider to construct, maintain and operate this roof-mounted solar facility. The funds remaining under the Warrant Article will be rescinded at a future Town Meeting. This PPA would lease the use of the rooftop to a private developer and the Town would agree to purchase the power at a low fixed or escalating rate. This approach would limit the Town's capital investment and limit future maintenance costs of the solar asset, while providing long term financial benefit and a hedge against future energy price escalation. This installation is consistent with the Town's goals as a Green Community and will fit within any future Climate Action Plan adopted by the Town by helping lower Greenhouse Gas (GHG) emissions by the Town.

Moved: That the Town will vote to:

1) Authorize the Select Board to lease all or a portion of the rooftop of the Public Works Storage Facility/Jack Cogswell Building located at 1407 Central Avenue and shown on Assessors Map 308 as Lot 002, and any necessary space on or in said building and the associated real property, to a solar energy provider for the purposes of constructing, maintaining, and operating a roof-mounted solar facility, upon such terms and conditions as are acceptable to the Select Board, for a term of up to thirty (30) years; and further to authorize the Board to enter into a power purchase agreement with the solar energy provider and any other agreements as may be necessary in the Board's judgment to develop this solar facility.

2) Authorize the Select Board to grant any easements necessary to allow the electric utility to install, maintain, operate, repair, reinstall, or replace any utilities required for interconnection to the solar facility.

ACTION: So voted by unanimous consent.

ARTICLE 9: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $674,900 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Article 38 of the 2019 Annual Town Meeting; or take any other action relative thereto.

Article Information: Article 38 of the 2019 Annual Town Meeting funded the replacement of the synthetic turf fields and associated improvements at Memorial Field and DeFazio Complex, and the project was completed under-budget. Town Meeting action is required to return the unspent funds to the Athletic Facility Improvement Fund. Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting, by majority vote, may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of June 30, 2021 was $270,203.

Moved: That the Town will vote to raise, and/or transfer and appropriate the sum of $674,900 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Article 38 of the 2019 Annual Town Meeting

ACTION: So voted by unanimous consent.

The Moderator proceeded with the remaining articles in the warrant beginning with Article 6.

ARTICLE 6: APPROPRIATE FOR RIDGE HILL BUILDINGS DEMOLITION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $603,091 for the purpose of the demolition and removal of buildings at Ridge Hill Reservation, to be spent under the direction of the Permanent Public Building Committee and Town Manager and to meet this appropriation that $181,975 be raised from the Tax Levy, that $48,426 be transferred from Article 41 of the 2015 Annual Town Meeting, that $17,000 be transferred from Article 43 of the 2016 Annual Town Meeting, that $86,000 be transferred from Article 44 of the 2017 Annual Town Meeting, that $26,805 be transferred from Article 41 of the 2017 Annual Town Meeting, that $155,000 be transferred from Article 32 of the 2018 Annual Town Meeting, that $37,315 be transferred from Article 5 of the May 14, 2018 Special Town Meeting, and that $50,570 be transferred from Article 37 of the 2019 Annual Town Meeting; or take any other action relative thereto.

Article Information: Two of the three buildings at Ridge Hill are in advanced stages of disrepair and pose potential health and safety risks to the public. In 2019, Town Meeting approved $25,000 in feasibility funding for the demolition of the buildings. This request would fund the demolition of the Ridge Hill Manor House and Garage at 463 Charles River Street. The existing barn structure is excluded from this scope. The Manor House and garage have hazardous building materials within the existing structures. These materials must be professionally handled, abated, and disposed of as part of the demolition project per federal and state regulations. The demolition scope of work also includes removal of an underground fuel storage tank (UST) at the garage; complete removal of all building elements, foundations, portions of the exterior paved areas and utilities associated with the subject structures and stabilization; and restoration of the site following demolition.

Moved: That the Town will vote to raise and/or transfer and appropriate the sum of $603,091 for the purpose of the demolition and removal of buildings at Ridge Hill Reservation, to be spent under the direction of the Permanent Public Building Committee and Town Manager and to meet this appropriation that $181,975 be raised from the Tax Levy, that $48,426 be transferred from Article 41 of the 2015 Annual Town Meeting, that $17,000 be transferred from Article 43 of the 2016 Annual Town Meeting, that $86,000 be transferred from Article 44 of the 2017 Annual Town Meeting, that $26,805 be transferred from Article 41 of the 2017 Annual Town Meeting, that $155,000 be transferred from Article 32 of the 2018 Annual Town Meeting, that $37,315 be transferred from Article 5 of the May 14, 2018 Special Town Meeting, and that $50,570 be transferred from Article 37 of the 2019 Annual Town Meeting.

Mr. Matthew D. Borrelli, Chair, addressed this proposal on behalf of the Select Board. He stated that the $603,091 is for the demolition of the garage and building at Ridge Hill Reservation which are in deplorable condition and currently have safety concerns. He advised that there are no immediate plans to develop the property. The Select Board unanimously recommend adoption o this article.

William J. Paulson, Town Meeting Member in Precinct E, noted that the typical cost to demolish a home in Needham is about $20,000 and the cost to raise these two buildings appears to be twenty times more expensive at over $600,000. He asked the town to look very closely at the estimated cost.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and passed by majority vote declared by the Moderator on a voice vote.

ARTICLE 7: APPROPRIATE FOR EMERY GROVER BUILDING DESIGN

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $1,475,000 for engineering and design of renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space and the creation of off-site parking at the Stephen Palmer Building, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Select Board, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

Article Information: This article provides funds for the detailed design of a project to fully renovate the Emery Grover School Administration Building at its present location on Highland Avenue. The design also plans for the temporary use of the Hillside Elementary School as swing space for school administration personnel during construction, as well as potential creation of additional, off-site parking at the Stephen Palmer Building. This 21,108 GSF renovation project includes the following scope elements: historic renovation of the Emery Grover exterior (façade); renovation and modernization of the interior spaces; and minor modifications to the Hillside School. The proposed project modifies that originally described by BH+A Architects in the June 2020 Emery Grover Feasibility Study, which is available for review on the School Department's website. The revised concept reduces the original building scope by approximately one third from 34,717 GSF to generally fit within the building's existing envelope. It eliminates the 50 foot by 100 foot, three-story 18,415 GSF addition that was originally proposed for the rear of the building, reflects a more efficient use of interior spaces (such as the use of shared spaces and common work areas), and relocates the educational technology/head end room function to other school buildings.

The total cost of the revised project is estimated at $20-21 million, which includes approximately $3 million to make the Hillside School ready for temporary occupancy by school administration staff while the Emery Grover is under construction. Although BH+A estimated that approximately 85% of the project could be eligible for Community Preservation Act (CPA) funding, the anticipated contribution from CPA funds will be based upon guidance from the Community Preservation Committee. If approved by Town Meeting, the remainder of the project cost is anticipated to come from debt repaid by the General Fund within the levy limit (no debt exclusion.) The anticipated Town Meeting funding schedule is for an October 2021 Special Town Meeting request for detailed design, followed by a May 2022 Annual Town Meeting request for construction funds for both the Hillside improvements and the Emery Grover renovation. The Hillside updates are expected to take six months and the Emery Grover construction is anticipated to take between 18-20 months.

Moved: That the Town will vote to raise, and/or transfer and appropriate the sum of $1,475,000 for engineering and design of renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space and the creation of off-site parking at the Stephen Palmer Building, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Select Board, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The following motion to amend was offered by Mr. Joshua W. Levy: That the main motion under Article 7 be amended as follows:

1. by deleting the sum "$1,475,000" and inserting thereof the sum "$350,000" ;
2. by deleting the words "renovation of and addition to the Emery Grover Building and associated grounds, including";
3. by deleting the words "and the creation of off-site parking at the Stephen Palmer Building".

So that the Article reads as follows:

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $350,000 for engineering and design of the

temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that the Treasurer, with the approval of the Select Board, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

Marianne B. Cooley, Vice Chair, advised that the Select Board is in favor of the main motion and opposed to the motion to amend. She advised that the Select Board worked hard to continue the capital projects for the Town as does the Finance Committee.

Dr. Constance S. Barr, Chair, School Committee, asked for a no vote on the amendment and a yes vote on the main motion. She stated that this is part of the capital plan and is a long time coming. The Emery Grover building is no longer an accessible and efficient space. There are no long-term leasing options. There is one location that could house the school administrators across Route 95 at a cost of $900,000.

Joshua W. Levy addressed his amendment on behalf of the Finance Committee. This amendment is offered in response to the recommendations voted by the Finance Committee during its meeting on October 13, 2021. School Administration and Operations form a vital component of the community, and conditions at Emery Grover are no longer suitable for staff or for the public. Viewed in isolation, the Emery Grover renovation project is appealing. But the Town also has three other large debt-funded capital projects on the horizon: Mitchell, Pollard, and the DPW complex. Preliminary debt forecast scenarios to fund these four projects within next decade would exceed the Town's long-standing 3% and 10% debt service limits over several years. In particular, the 10% Total debt service limit was projected to be exceeded for up to eleven years, with the Total debt service in a single year reaching a maximum of 15.1% of gross revenues. This is greater than the 10% limit by more than half. Due to the high cost and excess debt burden of these projects, and at the request of the School Department, the Finance Committee approved a Reserve Fund transfer of $50,000 on August 18, 2021 to fund the study of four additional build scenarios for Mitchell and Pollard. Studying these additional scenarios is expected to continue through the end of the year and will inform the overall facility financing plan for all four of the large capital projects. The Finance Committee believes it is prudent to have a complete facility financing plan in place for the four identified building projects before appropriating design funds for any one project. The amendment preserves the timeline to move out of the existing Emery Grover building, while prioritizing completion of the ongoing study and of the facility financing plan for all four identified capital projects before appropriating funding for any one capital project.

Jeanne S. McKnight, Precinct F Town Meeting Member and Planning Board member, spoke in favor of the main motion. In response to Jeanne's two questions, Marianne B. Cooley advised that the new proposed design does not include an addition and there is no off-street parking.

Dr. Constance S. Barr, Chair, School Committee, explained that parking will remain solely at the Emery Grover site.

Mr. Doug Fox, Precinct F Town Meeting Member, spoke in favor of the motion to amend and against the main motion. He explained that it has nothing to do regarding schools. He noted that as a world we are rethinking how we are doing our jobs. We have added space across town, and we need to do a study on hybrid jobs. Mr. Fox stated that he supports the amendment but not with Covid in mind.

Mr. Michael Niden, resident and voter, had a question and a statement. He stated that this (Powers Hall) is a beautiful hall. It is not the first time the Finance Committee has taken a short view. The Moderator advised Mr. Niden to just state the facts. Mr. Niden noted that he did some research in the 1923 Annual Report. The School Department purchased the land where the High School is located and not all boards were in favor of the purchase. According to Mr. Niden it is not all about costs. There is an historical aspect to consider, and we need to listen to the stakeholders. He asked if Dr. Gutekanst could give us his thoughts. Select Board Vice Chair, Marianne B. Cooley, would like the School Superintendent to address Town Meeting. Unanimous consent was given to allow non-resident Dr. Daniel Gutekanst to address Town Meeting. Dr. Gutekanst stated that the time has come to address the needs of the Emery Grover building.

Mr. Keith M. LaFace, Precinct E Town Meeting Member, rose in support of the main motion. He stated that it is time to take the next step. Mr. LaFace would like to hear from the Permanent Public Building Committee and their view on the amendment. Stuart B. Chandler, Chair of the Permanent Public Building Committee and Precinct J Town Meeting Member, advised that the PPBC searched many alternate spaces. If there are supply chain delays, the costs will go up. If Hillside is used as a long-term site for the school administration staff, then other costs will increase as well as the larger issues of soil conditions. Mr. Chandler stated that the Permanent Public Building Committee has worked diligently over the last 25 years and has delivered under budget consistently during that time.

Mr. Barry S. Pollack, Precinct J Town Meeting Member, advised that in 2010 there was an estimate of $8,000,000 for the engineering and design of renovation to Emery Grover as a Senior Center. The current cost estimate is $30,000,000 to renovate Emery Grover. Mr. Pollack questioned if it was possible to do a different project such as Mitchell and Pollard schools.

Ms. Marianne B. Cooley, Select Board member, asked the Chair of the Permanent Public Building Committee to address Town Meeting. Mr. Stuart B. Chandler, Chair, advised that construction costs are increasing, the uses and design of the Emery Grover are different, and the building had deteriorated even more over the past few years. The PPBC is thinking of this project within 3% of the tax levy. Each project is on a different level

Alisa M. Skatrud, Precinct G, rose in support of Article 7 and urged support of the importance of the administration team and opposed the motion to amend.

Jeffrey D Heller also rose in support of Article 7 in opposition on the amendment. Town Meeting has seen the discussion and studies of the town facilities and have watched the Emery Grove building being put aside. This is the first introduction to our school system. It has been discussed at countless Town

Meetings and we have a solution here. It is common sense to move forward.

Mr. Ford H. Peckham moved the previous question which requires a two-thirds vote. The motion was presented, and the Moderator was in doubt. The motion was again presented, and the Moderator was still in doubt as to the two-thirds required vote. The following Town Meeting Members were sworn in as tellers: Heinz R. Brinkhaus, Paula R. Callanan, Cynthia J. Wolfe, Jane B. Murphy, and Richard A. Zimbone. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 155 – No 22.

Mr. Levy's motion to amend, which requires a majority vote, was presented but failed to pass on a voice vote declared by the Moderator.

ACTION: The main motion was presented and carried by two-thirds vote declared by the Moderator on a voice vote.

At this time the Moderator announced tonight's attendance – 175 Present, 76 Absent.

Article 8 was adopted by unanimous consent earlier this evening.

Article 9 was adopted by unanimous consent earlier this evening.

ARTICLE 10 HOME RULE PETITION TO ADJUST THE NUMBER OF OFF-PREMISES ALCOHOL LICENSES

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing said Board, as the local licensing authority, to issue licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws up to the maximum number of such licenses authorized by section 17 of said chapter 138, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT AUTHORIZING THE TOWN OF NEEDHAM TO GRANT LICENSES FOR THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES AND WINE AND MALT BEVERAGES NOT TO BE DRUNK ON THE PREMISES AS PROVIDED IN SECTION 17 OF CHAPTER 138 OF THE GENERAL LAWS.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The Select Board of the Town of Needham shall cause to be placed on the ballot at a regular or special election the following question:

"Shall the licensing authority in the Town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises in amounts up to the maximum number of such licenses authorized by section 17 of chapter 138 of the General Laws?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the Select Board.

If a majority of the votes cast in answer to that question is in the affirmative, the licensing authority of the Town of Needham shall, notwithstanding anything contained in chapter 207 of the Acts of 2012 to the contrary, or in section 11 of chapter 138 of the General Laws, be authorized to issue licenses for both the sale of all alcoholic beverages not to be drunk on the premises and for the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws in amounts up to the maximum number of such licenses authorized by section 17 of said chapter 138.

SECTION 2. This act shall take effect upon its passage.

Or to take any other action relative thereto.

Article Information: Article 10 is a Home Rule Petition to increase the total number of allowed package alcohol licenses in Needham, from the reduced quota set under the Town's current special legislation (Chapter 207 of the Acts of 2012) to the number allowed by general state law (G.L. Ch. 138 section 17). This change requires Town Meeting and State Legislative approval, followed by referendum approval by the Town's voters.

The current quota allows the Select Board to issue up to eight (8) package licenses, not more than six (6) for all alcoholic beverages, and the remainder for wine and/or malt only. That quota is currently issued and outstanding (as six all alcohol and two wine and malt). If approved, the Town's quota would change to the population-based (one per five thousand or fraction) numbers of package licenses authorized under G.L. Ch. 138 sec. 17. Based on Needham's estimated 2020 census population of 32,091, that would be seven (7) all alcohol and seven (7) wine and malt.

The Section 17 quota is the baseline applicable to most Massachusetts cities and towns (some of which have additional authorized licenses under special legislation). The Select Board expects that, at least over time, there will be qualified applicants for some or all of the additional licenses allowed by this change. This change affects "package" licenses only, not restaurant or other "on-premises consumption" licenses.

Moved: That the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing said Board, as the local licensing authority, to issue licenses for the sale of all alcoholic beverages not to be drunk on the premises and the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws up to the maximum number of such licenses authorized by section 17 of said chapter 138, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before

enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT AUTHORIZING THE TOWN OF NEEDHAM TO GRANT LICENSES FOR THE SALE OF ALL ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES AND WINE AND MALT BEVERAGES NOT TO BE DRUNK ON THE PREMISES AS PROVIDED IN SECTION 17 OF CHAPTER 138 OF THE GENERAL LAWS.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The Select Board of the Town of Needham shall cause to be placed on the ballot at a regular or special election the following question:

"Shall the licensing authority in the Town of Needham be authorized to grant licenses for both the sale of all alcoholic beverages in packages not to be drunk on the premises and the sale of wine and malt beverages in packages not to be drunk on the premises in amounts up to the maximum number of such licenses authorized by section 17 of chapter 138 of the General Laws?"

Below the ballot question shall appear a fair and concise summary of the ballot question prepared by the town counsel and approved by the Select Board.

If a majority of the votes cast in answer to that question is in the affirmative, the licensing authority of the Town of Needham shall, notwithstanding anything contained in chapter 207 of the Acts of 2012 to the contrary, or in section 11 of chapter 138 of the General Laws, be authorized to issue licenses for both the sale of all alcoholic beverages not to be drunk on the premises and for the sale of wine and malt beverages not to be drunk on the premises under section 15 of chapter 138 of the General Laws in amounts up to the maximum number of such licenses authorized by section 17 of said chapter 138.

SECTION 2. This act shall take effect upon its passage.

Mr. Daniel P. Matthews, Vice Chair, addressed this proposal on behalf of the Select Board. He stated that the Select Board believes this Home Rule Petition qualifies to adjust the number of off-premises sale of packaged alcoholic beverages and wine and malt beverages not to be drunk on the premises up to the maximum allowed laws. This petition will require passage by the State Legislators and the voters of the Town of Needham. The Select Board recommends passage of this article.

Mr. James Healy, member, addressed this proposal on behalf of the Finance Committee He explained that this article is an opportunity to go to the Legislators and then the voters of the Town of Needham. He recommended adoption on behalf of the Finance Committee..

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 11: A RESOLUTION CONCERNING DECLARATION OF CLIMATE AND ECOLOGICAL EMERGENCY

Whereas, Needham Town Meeting recognizes that we are in a Climate and Ecological Emergency that threatens our town, state, nation and all of humanity;

And Whereas, Needham Town Meeting believes that a mobilization to meet this challenge is imperative to stabilize the climate, remedy environmental harms which disproportionately hurt environmental justice communities, create clean-energy jobs, and improve human lives;

And Whereas, in recent years, the Town of Needham has demonstrated a commitment to reducing greenhouse gas emissions and protecting our environment by: constructing LEED Certified buildings such as the Sunita Williams Elementary School and the Needham Free Library, including EV charging stations at Sunita Williams and at Needham Public Works, implementing large solar installations at the Town Recycling and Transfer Station, passing the Stretch Building Code and becoming a Green Community, committing to pesticide and herbicide-free maintenance of town trees and parks, and currently preparing a town-wide Climate Action Plan to further lower the town's carbon footprint.

And Whereas, Town Meeting recommends that Needham join over 2,000 governments globally that have declared a climate emergency, an emergency primarily driven by human activities, most significantly the burning of fossil fuels and the destruction of forests and other carbon sinks, resulting in rising global temperatures and loss of biodiversity.

And Whereas, a warming planet poses serious risks to human health, and safety and economic security, as evidenced by recent extreme weather events including droughts, forest fires, and floods, rising sea levels, ocean acidification, soil erosion, and mass species extinctions around the globe. Massachusetts is already experiencing flooding from storms and rising sea levels, droughts, increased transmission of tick-borne illnesses, record-breaking heat waves, and loss of biodiversity, such as bird and pollinator populations.

Be It Resolved, that this day, in recognition of the urgent need to mobilize, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare a Climate and Ecological Emergency. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

3) Communicating to all town departments, businesses, and residents the critical need to achieve net-zero greenhouse gas emissions as soon as is fiscally and technologically possible;
4) Developing policies that protect Needham's trees, forests, and open spaces because they draw carbon from the atmosphere, and provide life-sustaining food and shelter to other species;
5) Prioritizing projects that reduce the town's greenhouse gas emissions and biodiversity loss;
6) Ensuring that the town pursues an equitable and just transition to a zero-greenhouse gas future.

Town Meeting calls on state and federal elected officials to initiate a Climate Emergency mobilization and provide appropriate legislative, regulatory, and financial support to municipalities to implement local climate emergency initiatives. Town Meeting requests that the Town Clerk send notice of this resolution to the Office of the Governor of the Commonwealth of Massachusetts and Needham's state and federal legislators.

Article Information: Article 11, filed by Citizens Petition, is a non-binding resolution that the Town, acting through the Select Board, declare a Climate and Ecological Emergency, and act to address that emergency, including policies and projects to reduce the Town's greenhouse gas emissions and protect natural resources.

The Select Board's current goals include commitments to addressing climate change, efforts to meet the Commonwealth's climate mitigation and resilience goals, development of a climate action plan, and formation of a Climate Action Plan Committee to aid in that work. Efforts by the Town in recent years include achieving LEED Silver rating and constructing a 155 kW-DC solar array at the Sunita Williams School, installing eight (8) Electric Vehicle (EV) charging stations in public parking lots, becoming a Green Community, and approving a solar array on the capped landfill at the RTS.

Moved: That the Town adopt the following resolution:

Whereas, Needham Town Meeting recognizes that we are in a Climate and Ecological Emergency that threatens our town, state, nation and all of humanity;

And Whereas, Needham Town Meeting believes that a mobilization to meet this challenge is imperative to stabilize the climate, remedy environmental harms which disproportionately hurt environmental justice communities, create clean-energy jobs, and improve human lives;

And Whereas, in recent years, the Town of Needham has demonstrated a commitment to reducing greenhouse gas emissions and protecting our environment by: constructing LEED Certified buildings such as the Sunita Williams Elementary School and the Needham Free Library, including EV charging stations at Sunita Williams and at Needham Public Works, implementing large solar installations at the Town Recycling and Transfer Station, passing the Stretch Building Code and becoming a Green Community, committing to pesticide and herbicide-free maintenance of town trees and parks, and currently preparing a town-wide Climate Action Plan to further lower the town's carbon footprint.

And Whereas, Town Meeting recommends that Needham join over 2,000 governments globally that have declared a climate emergency, an emergency primarily driven by human activities, most significantly the burning of fossil fuels and the destruction of forests and other carbon sinks, resulting in rising global temperatures and loss of biodiversity.

And Whereas, a warming planet poses serious risks to human health, and safety and economic security, as evidenced by recent extreme weather events including droughts, forest fires, and floods, rising sea levels, ocean acidification, soil erosion, and mass species extinctions around the globe. Massachusetts is already experiencing flooding from storms and rising sea levels, droughts, increased transmission of tick-borne illnesses, record-breaking heat waves, and loss of biodiversity, such as bird and pollinator populations.

Be It Resolved, that this day, in recognition of the urgent need to mobilize, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare a Climate and Ecological Emergency. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

7) Communicating to all town departments, businesses, and residents the critical need to achieve net-zero greenhouse gas emissions as soon as is fiscally and technologically possible;
8) Developing policies that protect Needham's trees, forests, and open spaces because they draw carbon from the atmosphere, and provide life-sustaining food and shelter to other species;
9) Prioritizing projects that reduce the town's greenhouse gas emissions and biodiversity loss;
10) Ensuring that the town pursues an equitable and just transition to a zero-greenhouse gas future.

Town Meeting calls on state and federal elected officials to initiate a Climate Emergency mobilization and provide appropriate legislative, regulatory, and financial support to municipalities to implement local climate emergency initiatives. Town Meeting requests that the Town Clerk send notice of this resolution to the Office of the Governor of the Commonwealth of Massachusetts and Needham's state and federal legislators.

A motion to refer was offered by Daniel P. Matthews, Member, Select Board.

Mr. Stephen Anthony Frail, (Precinct G) addressed this proposal on behalf of the petitioners, and against the motion to refer. He advised that we all recognize the Climate and Ecological Emergency that affects our community, our nation and beyond. We have witnessed 20 years of the hottest seasons, storms getting worse and endless fires on the west coast. We all bear responsibility. He encouraged Needham to join the thousands of municipalities that support this resolution.

Daniel P. Matthews addressed his motion to refer. He advised that the Select Board recognizes these climate concerns. The motion to refer was offered because there are more extensive materials than a petition. We house a Climate Action Committee, and we will be making decisions that are best for all – not just about making a statement. We want to approach this with a careful thought-out plan.

Artie R. Crocker, (Precinct I), expressed appreciation for the Select Board and their thoughts but indicated that we still have to make a statement. If we rise in support of the resolution as a Town Meeting, it says something. He recommended adoption of the resolution and against the motion to refer.

In response to an inquiry from Kim Marie Nicols, Precinct B, Mr. Matthews advised that it is the intent of the Select Board to report back to Town Meeting on a yearly basis.

Ms. R. Cynthia Landau, Precinct C, rose in support of the motion to refer. She indicated that the Select Board will be the Executive Branch that will have to deal with this resolution.

The motion to refer was presented but the Moderator was in doubt a to the voice vote. The motion was presented again, and the Moderator was still in doubt. The motion to refer was presented

a third time but failed to pass by a count of hands. The hand count was Yes 70 – No 107.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator on a voice vote.

ARTICLE 12: A NON-BINDING RESOLUTION CONCERNING THE AMENDMENT OF THE CURRENT ACCESSORY DWELLING UNITS (ADUS) BY-LAW

Whereas Needham Town Meeting recognizes that the town is experiencing increasing challenges in providing potential or existing residents a range of affordable options to purchase or rent a home in Needham;

And Whereas, one of the biggest challenges to home-buying and renting in Needham is an increasingly narrow range of housing choices due to the trend to replace older, smaller homes with ever-growing new homes, the average size of which has doubled between 1980 to 2020 from 2,200 SF to 4,400 SF;

And Whereas, this economic trend continues to make Needham increasingly less affordable, creating economic challenges for potential new residents and residents who wish to stay;

And Whereas, the increasing lack of affordability and housing choice creates more challenges for a more diverse Needham community;

And Whereas, as a result of recent trends in Needham and across the region, there is not enough of a range in housing choices at the affordable end that offer smaller unit sizes with more affordable purchase or rental costs for young adults or families or existing, mostly senior, residents;

And Whereas, in 2019, Needham introduced ADUs to the town by-laws but instituted them with residency restrictions that allow use only for a "caregiver", "family," or "owner" which has resulted in approximately eight approved ADUs in the past 18 months;

And Whereas, a 2018 white paper written by Amy Dain for the Pioneer Institute, presenting a survey of all of the towns offering ADUs, (approximately half with residency restrictions and the rest without), indicated that the total annual number of ADUs built was uniformly very modest (mostly single-digit), and that towns without restrictions saw only about a 50% increase in the number of ADUs built annually, which means Needham would have about three (3) more ADU applications a year.

Be It Resolved, that this day, in recognition of the urgent need to create more affordable housing choices, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare making more Affordable Housing Choices a Priority. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

11) Communicating to all town departments, businesses, and residents the critical need to address the lack of affordable housing choices currently in our town.
12) Recommend that the Planning Board address possible remedies to the housing challenges through both the newly formed Affordable Housing Study Committee and revisions to the zoning by-laws to allow more affordable housing choices including multi-family and other smaller-sized options, like ADUs, that would expand the opportunities for potential and existing residents.
13) Prioritize that the Planning Board, for Annual Town Meeting 2022, address an amendment to the current by-law (Section 3.15 – Accessory Dwelling Units [ADUs])
14) Acknowledge that the Needham Health Department and the Council on Aging were critical endorsers of the concept of an ADU by-law that would provide to seniors the opportunity to have live-in assistance at their homes or, alternatively, the economic benefit of potential rental income. The current by-law, established in 2019, accomplished only half of that goal; it restricts use of ADUs to live-in assistance, and does not allow use of an ADU as a rental property.
15) Encourage the Planning Board to remove the residency restriction in the above by-law, for just "caregiver", "family" and "owner", and allow the ADUs to be available to anyone as a more affordable housing choice in the marketplace, given that they would provide a very modest, but important, smaller housing option (850 SF maximum) across our predominantly single-family zoned town.
16) Acknowledge that the economic benefit provided by ADUs expands the housing opportunities for seniors and other residents to remain in their homes, and for potential newcomers to join the Needham community.

Article Information: Article 12, filed by Citizens Petition, is a non-binding resolution recommending that the Town, acting though the Select Board, declare increasing affordable housing options a priority and take additional actions described in the article text, including amendment of Section 3.15 of the Zoning By-Law regarding Accessory Dwelling Units (ADUs). An accessory dwelling unit (ADU) is an apartment in a single-family detached dwelling that is a second, self-contained dwelling unit. ADUs are allowed by special permit, with occupancy limited to family members and caregivers. Article 12 recommends removal of that family/caregiver limitation.

Housing cost and availability issues are challenging throughout the metropolitan area. Efforts by the Town in recent years have included permitting and construction of over 500 apartment units pursuant to MGL Chapter 40B, the State affordable housing statute, support for the Needham Housing Authority's efforts to renovate and add to its affordable housing inventory, increasing the Town's Community Preservation Act affordable housing contribution, and specific housing-related amendments to the zoning by-law.

Zoning By-Law recommendations are primarily under the jurisdiction of the Planning Board. The Planning Board, following on a commitment at the May 2021 Town Meetings, is establishing a Housing Plan Working Group to review and make recommendations addressing housing issues in Needham. The Select Board is participating in that study and understands review of the ADU by-law to be within its scope.

Moved: That the following Resolution be adopted by the Town:

Whereas Needham Town Meeting recognizes that the town is experiencing increasing challenges in providing potential or existing residents a range of affordable options to purchase or rent a home in Needham;

And Whereas, one of the biggest challenges to home-buying and renting in Needham is an increasingly narrow range of housing

choices due to the trend to replace older, smaller homes with ever-growing new homes, the average size of which has doubled between 1980 to 2020 from 2,200 SF to 4,400 SF;

And Whereas, this economic trend continues to make Needham increasingly less affordable, creating economic challenges for potential new residents and residents who wish to stay;

And Whereas, the increasing lack of affordability and housing choice creates more challenges for a more diverse Needham community;

And Whereas, as a result of recent trends in Needham and across the region, there is not enough of a range in housing choices at the affordable end that offer smaller unit sizes with more affordable purchase or rental costs for young adults or families or existing, mostly senior, residents;

And Whereas, in 2019, Needham introduced ADUs to the town by-laws but instituted them with residency restrictions that allow use only for a "caregiver", "family," or "owner" which has resulted in approximately eight approved ADUs in the past 18 months;

And Whereas, a 2018 white paper written by Amy Dain for the Pioneer Institute, presenting a survey of all of the towns offering ADUs, (approximately half with residency restrictions and the rest without), indicated that the total annual number of ADUs built was uniformly very modest (mostly single-digit), and that towns without restrictions saw only about a 50% increase in the number of ADUs built annually, which means Needham would have about three (3) more ADU applications a year.

Be It Resolved, that this day, in recognition of the urgent need to create more affordable housing choices, Needham's Town Meeting goes on record as recommending that the Town of Needham, acting through the Select Board, declare making more Affordable Housing Choices a Priority. Once declared, Town Meeting recommends that the Select Board consider taking further action including:

17) Communicating to all town departments, businesses, and residents the critical need to address the lack of affordable housing choices currently in our town.
18) Recommend that the Planning Board address possible remedies to the housing challenges through both the newly formed Affordable Housing Study Committee and revisions to the zoning by-laws to allow more affordable housing choices including multi-family and other smaller-sized options, like ADUs, that would expand the opportunities for potential and existing residents.
19) Prioritize that the Planning Board, for Annual Town Meeting 2022, address an amendment to the current by-law (Section 3.15 – Accessory Dwelling Units [ADUs])
20) Acknowledge that the Needham Health Department and the Council on Aging were critical endorsers of the concept of an ADU by-law that would provide to seniors the opportunity to have live-in assistance at their homes or, alternatively, the economic benefit of potential rental income. The current by-law, established in 2019, accomplished only half of that goal; it restricts use of ADUs to live-in assistance, and does not allow use of an ADU as a rental property.
21) Encourage the Planning Board to remove the residency restriction in the above by-law, for just "caregiver", "family" and "owner", and allow the ADUs to be available to anyone as a more affordable housing choice in the marketplace, given that they would provide a very modest, but important, smaller housing option (850 SF maximum) across our predominantly single-family zoned town.
22) Acknowledge that the economic benefit provided by ADUs expands the housing opportunities for seniors and other residents to remain in their homes, and for potential newcomers to join the Needham community.

A motion to refer was offered by Jeanne S. McKnight.

Mrs. Catherine W. Mertz, Precinct I, requested that Oscar Mertz present this petition. Mr. Mertz advised that the use of Accessory Dwelling Units is a small option to increase affordable housing in the Town of Needham. He explained that he is a member of the Affordable Housing Committee which was created to study the needs for ACUs in Needham.

Jeanne S. McKnight, Member, Planning Board, addressed the motion to refer. She advised that the Planning Board voted unanimously to support the motion to refer. She advised that the Planning Board has created a Housing Plan and Accessory Dwelling Units fall into this category.

ACTION: The motion to refer was presented and carried by majority vote declared by the Moderator on a voice vote.

At this time the Moderator thanked Pat Thornton and the people for setting up Powers Hall, the Town Clerk and staff for taking attendance, and all Town Meeting Members. He noted what a long, strange time it has been. He also thanks three long time employees for their dedication and service to the Town of Needham – Chip Davis, Assessor, 28 years, Steven Popper, Director, Building Design and Construction Department, 18 years, and Ann MacFate, Library Director, 65 Years of service.

At 9:38 P.M. Mr. Matthew D. Borrelli on behalf of the Select Board moved to dissolve the Special Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In Memory of William and Therese Burke

WHEREAS: William Burke and Therese (Reilly) Burke were both born and raised in Boston. William earned a bachelor's degree in engineering from Northeastern University. Therese earned a bachelor's degree from the Boston State Teacher's College and a master's degree in education from Regis College; and

WHEREAS: William and Therese settled in Needham in the early 1960's, where they raised their four children: Marie, William, Robert, and the late Rynn; and

WHEREAS: William Burke served his country with distinction during the Second World War as a member of the United States Army Signal Corps, where he participated in the liberation of the Philippines. He received five bronze service stars and a Presidential Unit Citation for his service. William was an amateur ham radio operator in his youth, and after serving as a radio operator in the Army, he worked his way through college at radio station WMEX. He later worked for the Department of Defense at the MIT Lincoln Laboratory, and retired as a civilian employee of the US Air Force at Hanscom Air Force Base; and

WHEREAS: Therese worked her way through college at the "Telephone Company" and became a lifelong champion and advocate for the rights of working people. She taught in the Needham Public Schools for 15 years between 1977 and 1993, and as a substitute teacher until 1998; and

WHEREAS: William and Therese were active in their church and numerous community organizations. They both served as members of the Democratic Town Committee, and William was a member of the Retired Men's Club, a volunteer at Beth Israel Deaconess Hospital, and a member of the VFW Post 2478; and

WHEREAS: William served as a member of the Council on Aging from 1994 to 2000. Both William and Therese served as Town Meeting Members from Precinct B – Therese from 1986 to 1987 and William from 1985 to 1987;

NOW THEREFORE, be it resolved by this body that the October 25, 2021 Special Town Meeting be dissolved in honor of the many civic and community contributions of William and Therese Burke to the Town of Needham.

ACTION: At 9:38 P.M. on Monday, October 25, 2021, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

* * * * * * * *

RECORD OF THE SPECIAL TOWN ELECTION
Tuesday, December 7, 2021

Pursuant to a Warrant issued by the Select Board October 26, 2021 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the seventh day of December in the year 2021 at seven o'clock in the forenoon for the purpose of nominating a member of the Select Board. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero-report printed. The boxes were then locked, and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E – Needham Golf Club – Community Room
Precinct F – Rosemary Complex
Precinct G – Rosemary Complex
Precinct H – Needham Golf Club – Community Room
Precinct I- Town Hall – Powers Hall
Precinct J- Town Hall – Powers Hall

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	1	0	0	0	0
8:00 A.M.	7	6	45	63	45
9:00 A.M.	24	24	59	81	77
10:00 A.M	27	33	76	94	92
11:00 A.M.	62	83	107	102	106
12:00 NOON	83	117	132	127	120
1:00 P.M.	96	146	150	150	138
2:00 P.M.	111	177	170	175	168
3:00 P.M.	119	196	191	185	191
4:00 P.M.	142	240	209	210	232
5:00 P.M.	157	267	248	240	266
6:00 P.M.	175	272	272	263	295
7:00 P.M .	186	288	299	285	318
8:00 P.M.	191	302	319	298	344

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	16	11	60	41	17
9:00 A.M.	53	52	75	91	47
10:00 A.M.	69	120	90	106	104
11:00 A.M.	92	149	107	139	124
12:00 NOON	135	181	133	159	144
1:00 P.M.	159	213	149	192	172
2:00 P.M.	180	237	171	227	198
3:00 P.M.	213	267	202	252	223
4:00 P.M.	233	299	232	273	238
5:00 P.M.	268	-	256	307	262
6:00 P.M.	295	383	273	333	297
7:00 P.M.	312	416	296	363	322
8:00 P.M.	317	440	305	372	333

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:30 P.M., December 7, 2021.

The total number of votes cast was as follows:

	Total
Precinct A	191
Precinct B	302
Precinct C	319
Precinct D	298
Precinct E	344
Precinct F	317
Precinct G	440
Precinct H	305
Precinct I	372
Precinct J	333
TOTAL	**3,221**

(The above totals include the Special Town Election ballots)
The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST For the SPECIAL TOWN ELECTION –
(13.426% of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	191	302	319	298	344	317	440	305	372	333	3,221

SELECT BOARD TO FILL VACANCY UNTIL APRIL 9, 2024

Karen L. Calton	63	66	84	76	90	69	102	73	64	62	749
Hand Counts	0	4	0	0	0	0	1	0	0	0	5
Kevin J. Keane	125	231	235	221	253	246	334	232	307	271	2,455

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:35 P.M., December 8, 2021.

Theodora K. Eaton, MMC

Town Clerk

A true copy
ATTEST:

Record of The Annual Town Election
Tuesday, April 12, 2022

Pursuant to a Warrant issued by the Select Board March 8, 2022 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the twelfth day of April in the year 2022 at seven o'clock in the forenoon for the purpose of nominating a member of the Select Board. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero-report printed. The boxes were then locked, and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E – Needham Golf Club – Community Room
Precinct F – Rosemary Complex
Precinct G – Rosemary Complex
Precinct H – Needham Golf Club – Community Room
Precinct I- Town Hall – Powers Hall
Precinct J- Town Hall – Powers Hall

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	7	20	7	11	18
9:00 A.M.	32	33	43	54	67
10:00 A.M	38	50	45	80	80
11:00 A.M.	43	104	62	95	101
12:00 NOON	53	104	73	115	124
1:00 P.M.	58	127	86	135	149
2:00 P.M.	75	153	100	155	173
3:00 P.M.	90	174	110	177	189
4:00 P.M.	106	186	124	188	223
5:00 P.M.	127	221	158	223	240
6:00 P.M.	140	247	182	260	286
7:00 P.M .	-	283	208	310	320
8:00 P.M.	177	298	229	330	358

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	21	10	16	46	12
9:00 A.M.	43	33	28	66	33
10:00 A.M.	62	85	45	86	56
11:00 A.M.	73	98	60	107	69
12:00 NOON	89	132	67	126	86
1:00 P.M.	108	155	88	143	96
2:00 P.M.	136	187	102	174	119
3:00 P.M.	157	215	114	188	134
4:00 P.M.	175	251	128	215	158
5:00 P.M.	202	287	154	246	178
6:00 P.M.	227	310	180	286	199
7:00 P.M.	266	351	198	314	227
8:00 P.M.	295	380	205	336	266

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:30 P.M., April 12, 2022.

The total number of votes cast was as follows:

	Total
Precinct A	177
Precinct B	298
Precinct C	230
Precinct D	330
Precinct E	360
Precinct F	295
Precinct G	380
Precinct H	205
Precinct I	336
Precinct J	268
TOTAL	**2,879**

(The above totals include the results of the 2022 Annual Town Election)
The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST For the Annual Town Election –
(11.77% of the 23,996 Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2 879
MODERATOR (for three years) (Vote for One)											
Michael K. Fee	133	208	179	228	282	217	291	152	255	200	2,145
Scattered Write-Ins	1	2	0	2	1	1	0	0	3	3	13
Blanks	43	88	51	100	77	77	89	53	78	65	721
SELECT BOARD (for three years) (Vote for One)											
Heidi R. Frail	129	207	173	241	273	210	309	148	272	202	2,164
Scattered Write-Ins	1	1	1	2	2	2	1	1	3	3	17
Blanks	47	90	56	87	85	83	70	56	61	63	698
TOWN CLERK (for three years) (Vote for One)											
Theodora K. Eaton	138	210	185	248	294	221	310	156	258	215	2,235
Scattered Write-Ins	0	1	0	1	0	1	0	3	2	1	9
Blanks	39	87	45	81	66	73	70	46	76	52	654
ASSESSOR (for three years) (Vote for One)											
Walter F. McDonough	115	178	159	212	231	183	255	136	228	185	1,882
Scattered Write-Ins	0	1	0	0	2	1	0	2	2	1	9
Blanks	62	119	71	118	127	111	125	67	106	82	988
SCHOOL COMMITTEE (for three years) (Vote for Not More Than Three)											
Constance S. Barr	120	182	156	215	258	189	254	129	223	176	1,902
Andrea E. Longo Carter	110	175	150	210	215	180	245	126	221	167	1,799
Alisa M. Skatrud	108	177	145	191	213	173	253	117	219	164	1,760
Scattered Write-Ins	0	0	0	0	0	1	1	1	2	4	9
Blanks	193	360	239	374	394	342	387	242	343	293	3,167
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – veteran) (for three years) (Vote for One)											
Matthew L. Ching	116	191	164	224	252	195	272	138	242	194	1,988
Scattered Write-Ins	0	1	0	0	0	1	0	0	1	0	3
Blanks	61	106	66	106	108	99	108	67	93	74	887
TRUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for three years) (Vote for One)											
Michael A. Fraini	121	187	167	212	246	194	266	132	234	202	1,961
Scattered Write-Ins	0	1	0	0	0	1	0	1	1	1	5
Blanks	56	110	63	118	114	100	114	72	101	65	913

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years) (Vote for Not More Than Two)											
Kathleen Cahill Allison	119	196	158	213	246	184	256	132	231	181	1,916
Robert A. Petitt	106	178	151	213	227	180	247	119	219	165	1,805
Scattered Write-Ins	0	1	0	0	0	0	0	0	1	3	5
Blanks	129	221	151	234	247	226	257	159	221	187	2,032
BOARD OF HEALTH (for three years) (Vote for Not More Than Two)											
Stephen K. Epstein	120	183	154	221	231	182	254	138	224	181	1,888
Tejal K. Gandhi	108	188	149	194	199	175	240	119	208	154	1,734
Scattered Write-Ins	0	0	0	1	0	0	0	0	4	1	6
Blanks	126	225	157	244	290	233	266	153	236	200	2,130
PLANNING BOARD (for five years) (Vote for One)											
Artie Crocker	97	104	94	140	109	132	129	76	150	144	1,175
Justin D. McCullen	33	65	69	109	138	81	84	73	69	37	758
Oscar E. Mertz III	40	78	60	69	92	72	141	48	111	80	791
Scattered Write-Ins	1	0	0	0	0	1	0	0	1	0	3
Blanks	6	51	7	12	21	9	26	8	5	7	152
COMMISSIONER OF TRUST FUNDS (for three years) (Vote for One)											
Joseph P. Scalia	115	176	159	216	228	182	257	132	226	178	1,869
Scattered Write-Ins	0	1	0	0	0	0	0	1	1	1	4
Blanks	62	121	71	114	132	113	123	72	109	89	1,006
PARK &A RECREATION COMMISSION (for three years) (Vote for Not More Than Two)											
Cynthia J. Chaston	119	193	162	206	252	185	260	136	239	184	1,936
Michelle Geddes	110	183	162	204	218	186	242	120	228	174	1,854
Scattered Write-Ins	0	1	0	0	0	0	0	0	2	2	5
Blanks	125	219	136	250	250	219	258	154	203	176	1,990

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

* Not Elected
** Write-In Candidates

TOWN MEETING MEMBERS FROM PRECINCT A (Vote for Not More Than Twenty-Four)

PRECINCT A (For Three Years)

Jennifer C. Scheck-Kahn	94	Richard S. Creem	86
Robert S. Dangel	91	Elizabeth M. Sargent	86
Michael S. Miller	90	Sharon P. Serinsky	86
Rachel B. Miller	89	Erik J. Bailey	84

PRECINCT A (For Two Years)

Emily Rose Cooper	84	Lance R. Brown	79
Mary E. Keane-Hazzard	82	Heather Krechmer	79
Karen B. Shapiro	81	Irwin Silverstein	79
Brian M. Mackintosh	81	James F. Sargent	77

PRECINCT A (For One Year)

John F. Diodato	73	Write-Ins:	
John D. Genova	70	Rhonda K. Spector	8
Walter D. Herrick	68	Elizabeth M. Hart	5
Norman F. O'Brien Jr.	67	Samuel Hart Jr.	5
Nicholas P. Sterling	65	* Carlos Javier Rodriguez	3

TOWN MEETING MEMBERS FROM PRECINCT B (Vote for Not More Than Twenty-Four)

PRECINCT B (For Three Years)

Jean W. Childs	141	Cathy M. Freedberg	107
William B. King	137	Laura W. Dorfman	106
Judith Dernburg	123	Kim Marie Nicols	101
Peter B. Benfield	114	Wendy Z. Blom	100

PRECINCT B (For Two Years)

Abby B. Bernstein	99	Elizabeth J. Grimes	91
Sarah Ann Toran	98	Clifford Owen Hayden	88
Christine A. Mawhinney	94	Gerald C. Rovner	87
Eric G. Pressman	94	Joan M. Daya-Daly	86

PRECINCT B (For One Year)

Mark N. Dorfman	85	Thomas M. Jacob	79
Sarah R. Levy	82	Kathleen Krey Alwart	77
Marianna Borrelli	80	Catherine E. Kurkjian	77
Orr Y. Bernstein	80	* John J. Frankenthaler	74
Stuart B. Agler	79		

TOWN MEETING MEMBERS FROM PRECINCT C (Vote for Not More Than Twenty-Four)

PRECINCT C (For Three Years)

Andrea E. Longo Carter	120	Joshua W. Levy	110
Michael E. O'Brien	118	Ted Owens	109
Joseph P. Barnes	116	Paul S. Alpert	108 Tie
Louise L. Miller	113	Paula R. Callanan	108 Tie
		Susan B. Neckes	108 Tie

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

* Not Elected

PRECINCT C (For Two Years)

TIE ABOVE	108	Edward M. Quinlan	103
Rebecca Waber	107	Gilbert W. Cox Jr.	102
Lisa W. Zappala	104	R. Cynthia Landau	102
Peter A. Alpert	103	David R. Cox	101

PRECINCT C (For One Year)

Paul B. Tillotson	99	Lois R. Goldberg	93
James D. Masterman	96	Paul David Isenberg	92
Mark J. Gluesing	95	John H. Haslip	91
Carlos Agualimpia	93	Joshua J. Vincent	90

TOWN MEETING MEMBERS FROM PRECINCT D (Vote for Not More Than Twenty-Four)

PRECINCT D (For Three Years)

Justin D. McCullen	165	Jeremy J. Chao	135
Evan F. Rauch	144	Aaron M. Pressman	125
Holly Anne Clarke	143	Margaret Abruzese	123
Janis M. Soma	136	Kathryn L. D'Addesio	121 Tie

PRECINCT D (For Two Years)

Bruce T. Eisenhut	121 Tie	Joseph J. Leghorn	113
Steven E. Mock	121 Tie	Emma Navales	113
Carol L. B. Patey	119	Janet K. Baum	112
Joseph Abruzese	117	Dorothy H. Desimone	108

PRECINCT D (For One Year)

Anna Giraldo-Kerr	106	Robert A. Petitt	83
Alexandra Rose Blauer	104	* Gary B. McNeill	73
Reginald C. Forster	102	* Joshua Brian Tarsky	70
Karen L. Calton	101	* Ross M. Donald	64
Richard J. Lunetta	98	Write-Ins:	
Thomas F. Soisson	91	* John Negoshian	3
Cynthia L. Conturie	90		

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

* Not Elected

TOWN MEETING MEMBERS FROM PRECINCT E (Vote for Not More Than Twenty-Four)

PRECINCT E (For Three Years)

Constance S. Barr	194	Jill Yanofsky	148
Kate Ellen Weinograd	161	Cynthia J. Chaston	147
Bonnie L. McLellan	157	Philip V. Robey	146
Ann M. Cosgrove	149	Carol A. Fachetti	132

PRECINCT E (For Two Years)

Peter J. O'Neil	130	William J. Paulson	119
Keith LaFace	127	Edward V. Cosgrove III	115
Cynthia J. Wolfe	120	Amy Hurley	110
Andrea J. Wizer	119	Paul A. Siegenthaler	110

PRECINCT E (For One Year)

Ford H. Peckham	108	*Victor Paul Seidel (Relinquished tie vote to Robert R. Braman)	94
Ronald W. Ruth	107		
Peter Robert Cohenno	106	* Robert D. Vecchi	90
Adam J. Block	101	* Philip Edward Brandish	88
Philip R. Murray	98	* Theodore M. Crowell	80
Michael L. Niden	97	*Yasodhara Paruchuru	71
Julia Dale Mahr	95	Write-Ins:	
Robert R. Braman	94	* Deana P. Moreschi	2
		* Matthew Cohen	2

TOWN MEETING MEMBERS FROM PRECINCT F (Vote for Not More Than Twenty-Four)

PRECINCT F (For Three Years)

Doug H. Fox	148	Alison S. Borrelli	127
Gail E. Davis	133	Barry J. Coffman	125
Robyn E. Glazier	132	William A Zoppo	124
Jeanne S. McKnight	130	Karen N. Price	122

PRECINCT F (For Two Years)

Jennifer S. Sexton	119	Adam S. Zaff	116
Richard W. Davis	118	Leslie A. Kalish	115
Stephen L. Dornbusch	118	Elizabeth Anne Lee	113
Rochelle E. Goldin	116	Joseph McCabe	111

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

* Not Elected

PRECINCT F (For One Year)

Jeffrey D. Heller	107	Lawrence J. Cohen	98
Dennis Francis McCafferty	107	Write-Ins:	
Jeffrey M. Friedman	104	* Katherine P. Jacques	27
Gary Robert Ajamian	103	* Barbara M. Ridge	25
John P. Connelly	102	* Ethan F. Fener	18
Mary Anne MacMahon	102	* Grace Mactough Chan	5

TOWN MEETING MEMBERS FROM PRECINCT G (Vote for Not More Than Twenty-Four)

PRECINCT G (For Three Years)

Stephen Anthony Frail	187	James D. Flanagan	176
Thomas M. Harkins	182	Maureen T. McCaffrey	172
Susan Welby	180	Robert T. Smart Jr.	172
Robert J. Dermody	179	John D. Crimmings	167

PRECINCT G (For Two Years)

Catherine Reid Dowd	160	Alisa M. Skatrud	149
Josephine Luppino Ochalla	160	Richard DeMeis	149
Susan B. McGarvey	154	David Dirks	148
Karen L. Walker	153	Jennifer Lewis Buell	146 Tie

TOWN MEETING MEMBERS FROM PRECINCT G (Vote for Not More Than Twenty-Four)

PRECINCT G (For One Year)

Abigail Jones Hays	146 Tie	Patrick Weston Tacelli	112
Robert John Fernandez	145	Michael A. Distler	111
Jessica Zaplin Karlin (Resigned)	137	Christopher G. Thomas (next in line after resignation)	108
Kenneth B. Freundlich	125	Write-Ins:	
Michael J. Crawford	123	* Colleen O. Beacham	2
Peter W. Beacham Jr.	121		

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

* Not Elected

TOWN MEETING MEMBERS FROM PRECINCT H (Vote for Not More Than Twenty-Four)

PRECINCT H (For Three Years)

John A. Bulian	115	Hillary Hanson Bruel	84
Elizabeth P. Handler	106	Peter R. Olive	83
Heinz R. Brinkhaus	91	Eileen M. Mullen	82
M. Patricia Cruickshank	87	Richard M. Reilly	82

PRECINCT H (For Two Years)

Kevin F. Tierney	79	Julia Satti Cosentino	75
Ilan Barzilay	77	Michael A. Diener	75
Nancy E. McCarthy	76	Karen Eckstein Han	75
Richard A. Zimbone	76	Kimberly Knickle-Tierney	73

PRECINCT H (For One Year)

Kumrae Helbig Lee	72	Molly Kastory Carter	69
Lynn Sara Feigenbaum	71	Amy M. Wixon	67
Michael C. Kardok	70	John A. Kingston	64
Eileen K. Orscheln	70	Thomas Edward Gillogley	61

TOWN MEETING MEMBERS FROM PRECINCT I (Vote for Not More Than Twenty-Four)

PRECINCT I (For Three Years)

Maurice Handel	203	Lois F. Sockol	161
Artie R. Crocker	184	Daniel P. Matthews	154
Peter D. Atallah	165	Catherine W. Mertz	134
Oscar E. Mertz III	165	Paul Robey III	129

PRECINCT I (For Two Years)

Jill C. Kahn-Boesel	127	Rachel Ann Weinstock	114
Anne W. Weinstein	127	Joseph S. Matthews	113
Lisa Cherbuliez	114	Rebecca A. Young	112
David J. Escalante	114	Lorraine M. Murphy	107

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	177	298	230	330	360	295	380	205	336	268	2,879

*Not Elected

PRECINCT I (For One Year)

James S. Bonasia	105	* David J. Ecsedy	93
Glenn Alan Mulno	105	* Kathleen D. Whitney	90
William Christopher Kent	104	* Lynda Michelle Hughes	90
Kristin L. Mollerus	99	* William D. Mahoney	86
Claire Dee Ecsedy	96	* Michael Centola	79
Joel S. Golden	96	Write-Ins:	
David Paul Supple	95	* John A. Kalin	2
Peter J. Pingitore	94		

TOWN MEETING MEMBERS FROM PRECINCT J (Vote for Not More Than Twenty-Four)

PRECINCT J (For Three Years)

William R. Dermody	151	Holly Charbonnier	134
Frederica S. Lalonde	149	Janice S. Epstein	132
Michael J. Greis	144	Priya Gore	129
Barry S. Pollack	136	Paula E. Dickerman	123

PRECINCT J (For Two Years)

George F. Kent	122	Michael M. Mathias	118
Donna M. Mullin	122	Carol I. Urwitz	117
Christine S. McCourt	120	Debra A. Whitney	116
Elizabeth Nicole Kaponya	119	Robert E. Deutsch	114

PRECINCT J (For One Year)

David P. Montgomery	113	Write-Ins:	
Lauren Soper	113	Henry G. Ragin	43
Stuart B. Chandler	112	James R. Ruetenik	14
Jane B. Murphy	112	Wesley S. Soper	3
		Georgina A. Arietta-Ruetenik	2

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:25 P.M., April 12, 2022.

Theodora K. Eaton, MMC
Town Clerk

A true copy Attest:

****

ELECTION
(To break Tie Votes in Precinct C
Of three Candidates for the Three-Year Term)
Monday, May 2, 2022
6:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Monday, May 2, 2022 at 6:30 P.M. for the purpose of breaking the tie vote of three candidates in Precinct C for three-year term. The ballots were cast with the following results:

Paul S. Alpert	7 Votes
Paula R. Callanan	5 Votes
Susan B Neckes	4 Votes

ELECTION
(To break Tie Votes in Precinct D
Of three Candidates for the Three-Year Term)
Monday, May 2, 2022
6:40 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct D was held on Monday, May 2, 2022 at 6:40 P.M. for the purpose of breaking the tie vote of three candidates in Precinct D for three-year term. The ballots were cast with the following results:

Kathryn L. D'Addesio	6 Votes
Bruce T. Eisenhut	8 Votes
Steven E. Mock	3 Votes

ELECTION
(To break Tie Votes in Precinct G
Of two Candidates for the Two-Year Term)
Monday, May 2, 2022
6:50 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct G was held on Monday, May 2, 2022 at 6:50 P.M. for the purpose of breaking the tie vote of two candidates in Precinct G for the two-year term. The ballots were cast with the following results:

Jennifer Lewis Buell	6 Votes
Abigail Jones Hays	7 Votes

RECORD OF THE ANNUAL TOWN MEETING
Monday, May 2, 2022

Pursuant to a Warrant issued by the Selectmen February 8, 2022 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall at the Needham Town Hall, Monday, May 2, 2022, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 226 voters, including 225 Town Meeting Members, were checked on the list as being present and 29 absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. He introduced The Vintage Voices - the Needham Aging Services singing group. For years Tom Gallant has been the driving force, leader, and keeper of the music. In recent years, Margie Brodsky and Carlo Coccuzo have been the musical accompanies. The group is always looking for new members. Tonight's performing members are Patty Miller, Dave Siersdale, Mary Ann Siersdale, Tom Gallant, Greta Caplan, Betty Leary, Ida Kublin, Bob Quinn, Carlo Cocuzzo and Margie Brodsky. All Town Meeting Members joined in with the Vintage Voices singing God Bless America, America the Beautiful, and It's a Grand Old Flag. The Town Meeting Members joined the Moderator in honoring our country by saluting the flag and reciting the pledge of allegiance.

The Moderator advised that the call for spiritual guidance is a valuable part of our tradition. He noted that members of the Needham Interfaith Clergy Association are managing their re-openings after the pandemic and advised that this tradition will resume next year. The Moderator asked members to take a moment of silence for their own call for spiritual guidance or reflection.

The Moderator announced that with the 2020 Federal Census and subsequent redistricting, all Town Meeting Members were re-elected. The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator declared that a quorum is present and requested the Town Clerk to so record.

The call to the meeting and the Officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator announced the following arrangement of the meeting space:

ARRANGEMENT OF THE MEETING SPACE

1. You have been admitted to this meeting space because of your status as a Town Meeting Member. The entire floor is reserved for 252 Town Meeting Members and certain elected and appointed officials. Registered voters may sit in the balcony. The Marshal, Mr. Jacques, will assist you and enforce the limits of this dedicated space for Town Meeting Members. As always, please wear your badges that identify you as a Town Meeting Member.

2. Once situated please remain in your seats and do not move your chair. Seats have been arranged with more than sufficient spacing for public health purposes.

3. Face masks are optional. They may be worn by anyone who chooses to do so. The Needham Board of Health has provided us with guidance for our meeting and on the use of face masks. If you choose to wear a mask, you need not remove it to address Town Meeting.

4. As I described in my Informational Memorandum to Town Meeting Members, although we are back at Town Hall, we are still operating under conditions that promote public health. Accordingly, no hard copy materials are available at the hall tonight.

5. Video presentations from sponsors, other interested parties and the Finance Committee were posted to the Town's website in advance of this meeting and other materials -- such as supporting documents and FAQs -- were posted to the Town's website. It is my sincere hope that you were able to view the presentations and related materials that were available prior to the meeting.

6. The videos constitute the affirmative presentations for the Main Motions that will be on the floor at this meeting. I understand, however, that not everyone may have viewed the videos, or you may have viewed them some time ago. As Moderator, I want all Town Meeting Members to be informed, so for this transitional meeting, I informed the sponsors of Main Motions – and advised all of you in my Informational Memorandum – that IF THEY WISH, they will be allowed to address Town Meeting for up to a maximum of **FIVE** minutes to **remind** you about what they stated in their video. This is a reminder or refresher only, not a complete repetition.

7. When we engage in discussion, you may address Town Meeting only after being recognized by the Moderator. I ask you to rise, raise your hand and say "Mr. Moderator" to be recognized. Once recognized, please proceed to one of the microphones positioned around the meeting space for use by Town Meeting Members. Once again, these are no touch microphones. Please stand back from the microphone and do not touch the microphones or attempt to adjust them. If adjustment is necessary, the Marshal will assist you. Please know that due the masks, I may not recognize you and call you by name.

8. At some point, we may have a brief recess to stretch in place. Please feel free to use the restrooms while we are in session to avoid creating long lines at a recess.

9. This is transitional meeting on our road back to normal. I appreciate your assistance in avoiding redundancy and for public health reasons, promote our ability to complete this indoor meeting expeditiously. I appreciate your cooperation and your patience.

The Moderator announced the following ground rules, and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise or raise their hand or say "Mr. Moderator", please inform the Moderator so that appropriate accommodation may be made.

2. Anyone entering or exiting the meeting during our session, for example to use the rest rooms, must use care not to disrupt the session.

3. Please silence all cell phones and other electronic devices. Please check this status now. In addition , please consider putting these devices away entirely while we are in session so you may devote your full attention to our important work unless of course you have downloaded a relevant document or the warrant on your device.

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. As a sign of respect for this legislative chamber, no eating or drinking in the hall.

6. No hats may be worn except for medical or religious purposes.

7. Members, non-member speakers and all attendees must observe our rules and practice civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting with one common goal: the best interests of our town.

8. The Moderator shall enforce all rules. All commentary, remarks and inquiries must be addressed to the Moderator as Chair of the Meeting.

9. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.7 of the Needham General By-Laws.

10. Blank forms for lengthy motions are available from Town Counsel and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, particularly with regard to zoning articles, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

11. Short motions to amend and procedural motions need not be in writing.

12. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

13. Limits on debate shall be enforced by the Moderator.

14. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

15. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, this meeting is being livestreamed and ultimately televised though the good efforts of the Needham Channel. Any inappropriate conduct involving the live coverage involving the T.V. coverage or cameras shall be deemed to be out of order and addressed swiftly and definitively by the Moderator.

16. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate **for this meeting**:

> There will be no full, affirmative presentations by proponents of articles, other interested parties and the Finance Committee, because video containing the affirmative presentations have been available for your viewing.
>
> When the Moderator calls an Article by its number, the corresponding Main Motion – and any previously filed motion to amend or motion to refer – will be placed on the floor by the Moderator
>
> At that time, proponents of the Main Motion have the option of speaking for up to **five minutes** for the sole purpose of reminding Town Meeting Members about the subject matter of the main Motion. The Finance Committee may also present brief reminder remarks.
>
> Time limits for discussion: Motions (including to amend) Town Meeting Members, non-TMMS, visitors other than attorneys: **(5 minutes each, all-inclusive per article).**
>
> Responsive remarks by sponsors, the Select Board, the Finance Committee and other members of Town Boards or Departments **(5 minutes per response)**

In keeping with our tradition, I seek your unanimous consent for the adoption of these rules of procedure and practice for the Annual Town Meeting -----hearing no objection I find unanimous consent that the rules of procedure and practice as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator noted that there is one change in the following main affirmative motions: on **Page 38, Article 23.** Incorrect reference to the total appropriation $3,116,314. This is non-substantive.

The Moderator announced that there are no withdrawals requested by the proponents..

The Moderator announced that Articles 10, 21, and 31 are subject to motions to amend or other motions from the proponents or for other reasons cannot be passed by unanimous consent.

As is our custom, we come next to the Consent Calendar. After I read an eligible Article by its number I ask anyone who desires that the Article be placed upon the floor for discussion, debate and possible motions, express their view by saying "question" or "debate" and raising their hand. **Hopefully, prior to this meeting, Members have had the opportunity to view the presentations posted on the Town website, review information in the warrant and information that was mailed to your homes, collect information or pose questions to town officials. Accordingly, when considering the warrant and the business we have before us, please act thoughtfully and consider which articles truly require**

discussion at this Meeting. Those articles for which nothing is stated will, as is customary, be deemed adopted by unanimous consent.

The Moderator noted that Article 1 was the Annual Town Election and has already been disposed of and there are no Committee reports under Article 2. The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 4, 5, 6, 9, 11, 12, 14, 15, 16, 18, 22, 24, 28, 29, 30, 36, 37, 38, and 39. The Moderator then called the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was unanimously voted, and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 4: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Property Tax Assistance Program helps elderly and disabled taxpayers in need. This appropriation complements donations by private parties to the "Voluntary Tax Relief Program" authorized by statute. The goal of the Select Board is to set a target annual appropriation for the Property Tax Assistance Program at least equal to the amount of private contributions to the voluntary program during the preceding fiscal year. The voluntary fund received $21,225 in fiscal year 2021.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

ACTION: So voted by Unanimous Consent.

ARTICLE 5: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,000,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Overlay Surplus and that $600,000 be raised from the Tax Levy; or take any other action relative thereto.

Article Information: This recurring warrant article funds the annual maintenance of public buildings throughout the Town and School Department, including, but not limited to, asbestos abatement, duct cleaning, painting, electrical and mechanical systems, HVAC, lighting, flooring, carpentry work, and other repairs and upgrades.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $1,000,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $400,000 be transferred from Overlay Surplus and that $600,000 be raised from the Tax Levy.

ACTION: So voted by Unanimous Consent.

ARTICLE 6: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The Small Repair Grant Program provides financial assistance to low- and moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to $5,000 in grant funding is available per participant, and applications will be evaluated and prioritized based on the extent of the health and safety problems and the financial need of the applicants. Eligible applicants must be 60 years or older, or have a disability, with incomes at or below 80% of area median income. Eligible work items include minor plumbing or electrical work, light carpentry, doorbell switches, window or door repairs or replacements, railing repairs, broken or clogged gutters or downspouts, step or porch improvements, work on locks, smoke/CO detectors, weather stripping, bathroom grab bars, raised toilets, and hand-held shower heads, among others.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

ACTION: So voted by Unanimous Consent.

Articles 7 and 8 were discussed upon completion of the unanimous consent articles.

ARTICLE 9: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $12,000 for the payment of unpaid bills of previous years, incurred by the departments, boards, and officers of the Town of Needham, said sum to be spent under the direction of the Town Manager, and that $12,000 be transferred from Free Cash; or take any other action relative thereto.

Department	Vendor	Description of Goods/Service	Fiscal Year	$ Amount
Building Department	Commonwealth of Massachusetts	Weights & Measures	2021	$12,000
Total				$12,000

Article Information: State law requires Town Meeting action for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation. The above bill was presented for payment after the close of fiscal year 2021.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $12,000 for the payment of unpaid bills of previous years, incurred by the departments, boards, and officers of the Town of Needham, said sum to be spent under the direction of the Town Manager, and that $12,000 be transferred from Free Cash .

Department	Vendor	Description of Goods/Service	Fiscal Year	$ Amount
Building Department	Commonwealth of Massachusetts	Weights & Measures	2021	$12,000
Total				$12,000

ACTION: So voted by unanimous consent.

Article 10 was discussed upon completion of the unanimous consent articles.

ARTICLE: 11: APPROPRIATE THE FY2023 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$890,210	11.0	$1,041,733	11.0	$1,080,247	11.0	
201B	Expenses	$409,924		$513,076		$770,691		
201C	Capital Outlay	$45,000		$51,000		$51,000		
201D	MWRA Assessment	$6,399,895		$6,614,690		$6,822,134		
201E	Debt Service	$645,377		$610,000		$610,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,390,406**	**11.0**	**$8,865,499**	**11.0**	**$9,369,072**	**11.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						5.7%	

and to meet this appropriation that $8,017,144 be raised from Sewer Enterprise Fund receipts, and that $569,000 be transferred from Sewer Enterprise Fund Retained Earnings, and that $782,928 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 3,958 sewer manholes, and ten sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 24 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in ten pumping facilities located throughout Town.

The Division also oversees the collection and transportation of Stormwater (drains program) originating from rain and snowstorms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the federal government as potentially contaminated and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment. The Town's drainage infrastructure consists of approximately 90 miles of various size drainage pipes, 4,225 catch basins, 1,392 drainage manholes, and 295 drainage discharges.

The recommended operating budget of $9,369,072 for fiscal year 2023 is $503,573 more than the fiscal year 2022 budget, a 5.7% increase. However, the recommended budget for fiscal year 2023 includes $195,000 which was appropriated under a separate warrant article for fiscal year 2022 for National Pollutant Discharge Elimination System (NPDES) Permit Compliance expenses. Those expenses are recurring in nature and therefore in agreement with the Finance Committee, the expenses are now included in the operating budget rather than in a sperate warrant article. So, the recommended operating budget for fiscal year 2023 of $9,369,072 should be compared to the combination of the fiscal year 2022 appropriated operating budget of $8,865,499 and the $195,000 that was appropriated under article 16 of the May 2021 Special Town Meeting for a total of $ $9,060,499. We will refer to the $9,060,499 figure as the Restated fiscal year 2022 Sewer Budget This would represent an increase of 3.4%. or $308,573. This increase is primarily due to a $207,444 increase in the preliminary MWRA assessment for the Town's sewerage and wastewater disposal. The MWRA increase accounts for more than 2/3rds of the total increase in the fiscal year 2023 budget compared to the restated fiscal year 2022 sewer budget. The $6,822,134 assessment represents a 3.1% increase over fiscal year 2022. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff. However, the costs not associated with sewer operations are funded by taxation and not by sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year as restated.

Budget Line	FY2023 Sewer Operations	FY2023 Drains Program	FY2023 Recommended Budget	FY2022 Sewer Operations	FY2022 Drains Program	FY2022 Sewer Budget
Salary & Wages	$672,410	$407,837	$1,080,247	$690,337	$351,396	$1,041,733
Expenses	$395,600	$375,091	$770,691	$338,104	$174,972	$513,076
Capital Outlay	$51,000	$0	$51,000	$51,000	$0	$51,000
MWRA Assessment	$6,822,134	$0	$6,822,134	$6,614,690	$0	$6,614,690
Debt Service	$610,000	$0	$610,000	$610,000	$0	$610,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,586,144	$782,928	$9,369,072	$8,339,131	$526,368	$8,865,499

Budget Line	FY2023 Sewer Operations	FY2023 Drains Program	FY2023 Recommended Budget	FY2022 Sewer Operations	FY2022 Drains Program including $195,000 NPDES Funding	Restated FY2022 Sewer Budget
Salary & Wages	$672,410	$407,837	$1,080,247	$690,337	$351,396	$1,041,733
Expenses	$395,600	$375,091	$770,691	$338,104	$369,972	$708,076
Capital Outlay	$51,000	$0	$51,000	$51,000	$0	$51,000
MWRA Assessment	$6,822,134	$0	$6,822,134	$6,614,690	$0	$6,614,690
Debt Service	$610,000	$0	$610,000	$610,000	$0	$610,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,586,144	$782,928	$9,369,072	$8,339,131	$721,368	$9,060,499

FY2023 Compared to the Restated FY2022 Budget	FY2023 Sewer Operations $ Change	FY2023 Drains Operations $ Change	FY2023 Sewer Enterprise $ Change	FY2023 Sewer Operations % Change	FY2023 Drains Operations % Change	FY2023 Sewer Enterprise % Change
Salary & Wages	-$17,927	$56,441	$38,514	-2.6%	16.1%	3.7%
Expenses	$57,496	$5,119	$62,615	17.0%	1.4%	8.8%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$207,444	$0	$207,444	3.1%		3.1%
Debt Service	$0	$0	$0	0.0%		0.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	$247,013	$61,560	$308,573	3.0%	8.5%	3.4%

The fiscal year 2023 sewer operations portion of the budget is $247,013 higher, an increase of 3.0% over the current year. As noted above, the MWRA assessment increase is the primary driver of the change for fiscal year 2023. The fiscal year 2023 drains operations portion of the budget is $61,560 more than the fiscal year 2022 allocation, an increase of 8.5% over the fiscal year 2022 restated budget.

The total salary and wages line is $1,080,247 for fiscal year 2023, an increase of $38,514 (3.7%). The Sewer Division has 11 full-time employees all of whom are members of the NIPEA union. The increase is due to changes in personnel and that all the current employees in the division are eligible for step increases. A successor agreement with the union had not been reached at the time of publication; any funding that may be required as a result of an agreement will be addressed at a subsequent town meeting.

The total expense line for fiscal year 2023 is $770,691 which is $62,615 or 8.8% more than the fiscal year 2022 budget as restated. Approximately 42% of the increase ($26,130) is due to higher costs for maintenance and repair services. The request is reflective of current contracts and inflationary pressures. Building, equipment, and public works supplies increased by $13,726 (approximately 22% of the total increase), of which $10,409 is for sewer pump replacement parts and supplies. Energy expenses (electric and natural gas) to operate the sewer pump stations are $10,517 more than the current year, and fuel cost for sewer vehicles and equipment is $4,399 higher. The increase in fuel costs is not reflective of the changes in prices (much higher) since last fall. Contracted services for maintenance, repairs, sweeping, collection, and disposal of catch basin debris are $7,443 more than fiscal year 2022. The balance of the increase for next year ($400) is related to communication expenses.

The operating capital line is leveled at $51,000 for fiscal year 2023. This budget line pays for grinder replacements and allows the department to continue its annual allocation for sewer pump and small power equipment replacement.

The reserve fund is level dollar for fiscal year 2023. The sewer debt service budget line is also level dollar for fiscal year 2023 at $610,000. Last year the debt service budget was reduced by $600,000 from $1,500,000 to $900,000. The budget plan relies on $569,000 in sewer retained earnings for fiscal year 2023 operating budget. The $782,928 to be transferred from the tax levy is to pay for drains-related programs; the tax levy contributed $526,368 to the enterprise fund and $195,000 to fund the warrant article last year for a combined total of $721,368. The transfer for fiscal year 2023 results in a net increase of $61,560.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations, and the general fund payment supports the drains program.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$890,210	11.0	$1,041,733	11.0	$1,080,247	11.0	
201B	Expenses	$409,924		$513,076		$770,691		
201C	Capital Outlay	$45,000		$51,000		$51,000		
201D	MWRA Assessment	$6,399,895		$6,614,690		$6,822,134		
201E	Debt Service	$645,377		$610,000		$610,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,390,406**	**11.0**	**$8,865,499**	**11.0**	**$9,369,072**	**11.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						5.7%	

and to meet this appropriation that $8,017,144 be raised from Sewer Enterprise Fund receipts, and that $569,000 be transferred from Sewer Enterprise Fund Retained Earnings, and that $782,928 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund.

ACTION: So voted by unanimous consent.

ARTICLE 12: APPROPRIATE THE FY2023 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,187,267	17.0	$1,457,409	17.0	$1,492,528	17.0	
301B	Expenses	$986,127		$1,294,764		$1,361,349		
301C	Capital Outlay	$15,000		$40,000				
301D	MWRA Assessment	$1,122,902		$1,670,433		$1,464,186		
301E	Debt Service	$1,244,543		$1,250,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,555,839**	**17.0**	**$5,787,606**	**17.0**	**$5,643,063**	**17.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						-2.5%	

and to meet this appropriation that $5,643,063 be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field. The well field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the MetroWest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 143.5 miles of water mains, 1,344 public and private hydrants, 3,231 water gate valves, and 10,069 water service connections. This system supports 15,508 installed meters as of June 30, 2021.

The overall operating budget for fiscal year 2023 is $5,643,063 or $144,543 (2.5%) less than the FY2022 budget. The lower budget is largely due to the $206,247 decrease in the MWRA assessment for the Town's use of water and the $40,000 reduction in operating capital. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the fiscal year2023 water assessment is based on calendar year 2021 water use. The Town's use of MWRA water was down by 17.3% from the prior year, 321 million gallons compared to 388 million gallons of water. During calendar year 2020, approximately 29.7% of the total water production came from the MWRA; during calendar year 2021, 27.1% of production came from the MWRA (see table). The preliminary water assessment for fiscal year 2023 is $1,464,186 which is a decline of approximately 12.4% in the assessment. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	CY2019	CY2020	CY2021
Water Production*	1,174.2	1,305.6	1,185.0
Water Production from MWRA	266.2	387.8	320.7
Water Production from Town Wells	908.0	917.8	864.3
Percentage from MWRA	22.7%	29.7%	27.1%
*millions of gallons			
Water meters replaced**	1,591	385	564
Percentage of the total number of water meters in place for that year	10.3%	2.5%	3.6%

** Note: The lower number of meters replaced was due to COVID-19 restrictions.

The fiscal year 2023 salary and wage expense line is $1,492,528, an increase of $35,119 (2.4%) over the current budget. The water enterprise has 17 full-time employees, of whom 13 are unionized. Twelve employees are members of the NIPEA union, and one employee is a member of the ITWA union. The collective bargaining agreement with the NIPEA union expires on June 30, 2022, and as of the time of the budget submission a successor agreement has not been reached. The collective bargaining agreement with the ITWA union does not expire until June 30, 2024. The budget includes step and longevity increases for the employees who are members of the unions, based on the collective bargaining agreements, and for non-represented personnel in accordance with the Town's personnel policies.

The water expense line of $1,361,349 is $66,585 higher than the fiscal year 2022 budget, approximately 5.1% more. The cost of electricity and natural gas are higher with a combined increase of $48,979 accounting for approximately 74% of the total increase. The cost of fuel for vehicles and equipment is also higher by $11,020, an increase of more than 29.1% from the current year. However, the increase in fuel costs is not reflective of the changes in prices (much higher) since last fall. The cost of supplies for water treatment chemicals has been budgeted based on an estimated increase of 3.5% over the current supply contract pricing. The Town anticipates similar price increases for water system parts, such as gate valves, hydrants, water main sleeves, and brass and copper fittings. The combined increase is $12,803. Contracted and other services have increased by $7,183, primarily for electrical and mechanical related services. However, those increases were mitigated by decreases in professional services and software licensing of $13,400.

The operating capital line for fiscal year 2023 has no funding requested, a decrease of $40,000. The debt service line is level funded at $1,250,000. The Town has several large-scale water infrastructure projects that will impact the enterprise debt budget in the out years. The water reserve fund – at $75,000 – is level dollar for fiscal year 2023.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2023, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2023

Line #	Description	FY2021 Expended	FTE	FY2022 Current Budget	FTE	FY2023 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,187,267	17.0	$1,457,409	17.0	$1,492,528	17.0	
301B	Expenses	$986,127		$1,294,764		$1,361,349		
301C	Capital Outlay	$15,000		$40,000				
301D	MWRA Assessment	$1,122,902		$1,670,433		$1,464,186		
301E	Debt Service	$1,244,543		$1,250,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,555,839**	**17.0**	**$5,787,606**	**17.0**	**$5,643,063**	**17.0**	
	FY2023 Budget Percentage Change from FY2022 Budget						-2.5%	

and to meet this appropriation that $5,643,063 be raised from Water Enterprise Fund receipts.

ACTION: So voted by unanimous consent.

Article 13 was discussed upon completion of the unanimous consent articles.

ARTICLE 14: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2023 beginning on July 1, 2022, for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½; or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000
Youth Services Programs	Health and Human Services Department	$25,000
Aging Services Programs	Health and Human Services Department	$90,000

Article Information: The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section 53E1/2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

MOVED: That the Town vote to fix the maximum amount that may be spent during fiscal year 2023 beginning on July 1, 2022, for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½; or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2023 Spending Limit
Youth Services Programs	Health and Human Services Department	$25,000
Aging Services Programs	Health and Human Services Department	$90,000

Action: So voted by unanimous consent.

ARTICLE 15: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated fiscal year 2023 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee $82,000

Reserves:

B. Community Preservation Fund Annual Reserve $1,385,308

C. Community Housing Reserve $809,400

D. Historic Resources Reserve $28,050

E. Open Space Reserve $404,700

or take any other action relative thereto.

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. The CPC has voted to increase the amount set aside in the Community Housing Reserve to a minimum of 20% of the estimated revenue for the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Fund.

MOVED: That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated fiscal year 2023 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee $82,000

Reserves:

B. Community Preservation Fund Annual Reserve $1,385,308

C. Community Housing Reserve $809,400

D. Historic Resources Reserve $28,050

E. Open Space Reserve $404,700.

Action: So voted by unanimous consent.

ARTICLE 16: APPROPRIATE TO COMMUNITY PRESERVATION FUND SUPPLEMENT

To see if the Town will vote to raise and/or transfer an additional sum pursuant to Massachusetts General Law Chapter 44B to set aside $29,067 for future appropriation to the Historic Resources Reserve, $24,375 to the Open Space Reserve, and $48,749 to the Community Housing Reserve, and that to meet this appropriation that $102,191 be transferred from the fiscal year 2022 CPA General Reserve; or take any other action relative thereto.

Article Information: During fiscal year 2022, the Town received additional State matching funds, and as a result the appropriations to the reserve categories were insufficient to satisfy the 10% requirement. This article ensures that the reserves are funded at the legally required amount. The CPC has voted to continue to set aside a higher amount for the Community Housing Reserve, at 20% of the total estimated receipts for fiscal year 2022.

MOVED: That the Town vote to raise and/or transfer an additional sum pursuant to Massachusetts General Law Chapter 44B to set aside $29,067 for future appropriation to the Historic Resources Reserve, $24,375 to the Open Space Reserve, and $48,749 to the Community Housing Reserve, and that to meet this appropriation that $102,191 be transferred from the fiscal year 2022 CPA General Reserve.

Action: So voted by unanimous consent.

Article 17 was discussed upon completion of the unanimous consent articles.

ARTICLE 18: APPROPRIATE FOR NHA PROPERTY SURVEY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $81,978 for the purpose of funding a property survey for the Needham Housing Authority (NHA) at the High Rock Estates site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Community Housing Reserve; or take any other action relative thereto.

Article Information: The Needham Housing Authority is requesting funding to complete a property conditions report for the Needham Housing Authority's federally subsidized, deeply low-income housing development at the High Rock Estates site. The report is a prerequisite for applying to the U.S. Department of Housing and Urban Development for the approval of the repositioning of NHA's High Rock Estates site, a federal housing development. The repositioning would substantially increase the property's operating income, unlock capital improvement dollars, and contribute to the redevelopment of the 60 High Rock Estates bungalows into 60 duplexes.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of $81,978 for the purpose of funding a property survey for the Needham Housing Authority (NHA) at the High Rock Estates site, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Community Housing Reserve.

Action: So voted by unanimous consent.

Articles 19, 20, and 21 were discussed upon completion of the unanimous consent articles.

ARTICLE 22: APPROPRIATE FOR HILLSIDE SCHOOL HEATING REPAIRS AND UPGRADES

To see if the Town will vote to raise and/or transfer and appropriate the sum of $275,000 for the purpose of upgrading the heating system at the Hillside School, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: This funding request will support the purchase and installation costs to partially upgrade the heating system at the Hillside School so that it can be maintained, and operate in an efficient, and reliable manner. The Hillside School currently uses two cast iron boilers to heat the building. The boilers were installed during a renovation in 1998 and have surpassed their 20-year life cycle. Due to the age of the boilers, many parts necessary for continued maintenance are no longer manufactured, causing repair to become increasingly difficult. While Hillside is no longer being used as a school, it is still in use as swing space, most recently by the Police Department. The current heating system has failed and was not operational for periods during the past two heating seasons. The continued heating plant operation of the building is necessary to prevent the building from freezing and causing major damage. The construction portion of the project will be coordinated with the renovation to allow for continued use as swing space by the School Department.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $275,000 for the purpose of upgrading the heating system at the Hillside School, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that said sum be transferred from Free Cash.

Action: So voted by unanimous vote.

Article 23 was discussed upon completion of the unanimous consent articles.

ARTICLE 24: APPROPRIATE FOR POLLARD SCHOOL LOCKER ROOM RETROFIT

To see if the Town will vote to raise and/or transfer and appropriate the sum of 1,068,500 for Pollard School Locker Room retrofit, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that $305,485 be transferred from Premium Surplus reserved and that $763,015 be transferred from Free Cash; or take any other action relative thereto.

Article Information: This funding request will fund the construction phase of the retrofitting of the Pollard School locker room. Funding for the design phase of this project was approved in fiscal year 2021. The current locker room layout at the Pollard Middle School is no longer conducive to the needs of the Athletic Department. The school offers diverse sports programs, which require storage for unique and large pieces of equipment (e.g., field hockey sticks, lacrosse sticks, bags, etc.) for which existing lockers are unable to accommodate. Additionally, the orientation of the locker room creates blind spots that pose a safety concern, the flooring is starting to crack in places due to age, and the bathrooms and showers are outdated.

The project includes removing and replacing the floors, ceilings, lockers, and lighting fixtures, which will be updated to LEDs. The lockers will vary in size to accommodate the variety of sports and equipment needs in the building. Both restrooms located inside the locker rooms, as well as the two restrooms directly adjacent to the locker rooms will be renovated. Additionally, a gender-neutral restroom/changing room will be added. In each locker room, three individual changing stalls will be added for increased privacy.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of 1,068,500 for Pollard School Locker Room retrofit, to be spent under the direction of the Town Manager and Permanent Public Building Committee, and to meet this appropriation that $305,485 be transferred from Premium Surplus reserved and that $763,015 be transferred from Free Cash.

ACTION: So voted by unanimous consent.

Articles 25, 26, and 27 were discussed upon completion of the unanimous consent articles.

ARTICLE 28: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $901,255 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$291,255	
Sewer	Sewer Main Project (Greendale/Rte 128)	$610,000	
		$901,255	

Article Information:

Sewer Main Replacement/Greendale Avenue/Route 128

This funding request will address the Greendale Avenue/Route 128 sewer interceptor from Cheney Street to Great Plain Avenue. The existing sewer line is deteriorating and in need of rehabilitation/replacement in order to remain functional. The plan is to replace or reline 12,000 feet (2.25 miles) of 18-inch reinforced concrete gravity sewer main running through Town property along Greendale Avenue near Cheney Street towards Route 128,

along the Route 128 right of way to Great Plain Avenue. The interceptor collects and conveys wastewater from numerous sewer lines. During the feasibility study, the Town discovered a blockage of the sewer main and two buried manholes that prevented the consultant from providing a complete inspection of the sewer main. The blockage has since been cleared. The fiscal year 2023 request is to fund the design phase of this project, which will include relining and/or removing and replacing parts of the sewer main underneath Route 128 at Great Plain Avenue. Funding for the construction phase will be requested for fiscal year 2025.

Sewer Fleet Replacement - Specialized Equipment

UNIT	*EXISTING*	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
119	*International 7400 Series*	*Sewer*	*2010*	*Heavy Duty Truck Class 8 Large Dump*	*$291,255*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $901,255 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$291,255	
Sewer	Sewer Main Project (Greendale/Rte 128)	$610,000	
		$901,255	

Action: So voted by unanimous vote.

ARTICLE 29: RESCIND DEBT AUTHORIZATIONS

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior Town Meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Rosemary Recreation Complex	2017 ATM	33	$8,000,000	$36,000
Memorial Park Building	2018 ATM	30	$2,918,000	$34,000
Total				$70,000

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost-saving measures, and/or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior Town Meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Rosemary Recreation Complex	2017 ATM	33	$8,000,000	$36,000
Memorial Park Building	2018 ATM	30	$2,918,000	$34,000
Total				$70,000

Action: So voted by unanimous vote.

ARTICLE 30: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $250,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: The purpose of this article is to fund the Town's employee sick and vacation leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service. The Town has been taking steps to reduce or eliminate sick leave buy-back programs for all classes of employees, although an unfunded liability remains. The balance in the fund as of February 1, 2022 was $463,072.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $250,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager and to meet this appropriation that said sum be raised from the Tax Levy.

Action: So voted by unanimous vote.

Articles 31, 32, 33, 34, and 35 were discussed upon completion of the unanimous consent articles.

ARTICLE 36: STREET ACCEPTANCE – HUTTER RIDGE ROAD

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Select Board in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Hutter Ridge Road; or take any other action relative thereto.

Article Information: Hutter Ridge Road was constructed by a developer in conformance with the Town's design standards. This article, if accepted, will make Hutter Ridge Road a public way.

MOVED: That the Town vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Select Board in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Hutter Ridge Road.

Action: So voted by unanimous vote.

ARTICLE 37: AMEND GENERAL BY-LAWS – NEEDHAM HOUSING AUTHORITY TERM CYCLE

To see if the Town will vote to amend the General By-laws by deleting from Section 1.9 (Election of Officers) subsection 1.9.1(m) in its entirety and inserting in its place the following:

(m) Three members of the Needham Housing Authority for five-year terms, so arranged that the term of not more than one member shall expire each year.

Or take any other action relative thereto.

Article Information: The Housing Authority is a five-member board, of which one member is appointed by the Governor. Until 2021, the other four members were elected by the voters. Changes to State law now require that at least one Commissioner on the Housing Authority Board be a tenant-commissioner and provides that one member be appointed by the Select Board. This proposed amendment will bring the General By-laws into compliance with State law.

MOVED: That the Town vote to amend the General By-laws by deleting from Section 1.9 (Election of Officers) subsection 1.9.1(m) in its entirety and inserting in its place the following:

(m) Three members of the Needham Housing Authority for five-year terms, so arranged that the term of not more than one member shall expire each year.

Action: So voted by unanimous vote.

ARTICLE 38: AMEND CHARTER - NEEDHAM HOUSING AUTHORITY TERM CYCLE AND TENANT MEMBER APPOINTMENT

To see if the Town will vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 403 of the acts of 1971 is hereby amended by deleting from Section 19, as most recently amended by section 1 of Chapter 341 of the acts of 2018, subsection (viii) and inserting in place thereof the following:

(viii) Three (3) members of the Needham Housing Authority for 5-year terms;

SECTION 2. Chapter 403 of the acts of 1971 is hereby amended by striking out Section 20(b), as most recently amended by section 1 of

chapter 341 of the acts of 2018, and inserting in place thereof the following:

(b) The select board shall appoint a town counsel, members of the board of appeals, election officers, registrars of voters, except the town clerk, members of the historic commission, conservation commission, commission on disabilities, the tenant member of the housing authority and, except as provided in section 19, all other boards, committees and commissions for whom no other method of selection is provided in this charter or by-law.

SECTION 3. This act shall take effect upon passage.

Or take any other action relative thereto.

Article Information: The Housing Authority is a five-member board, of which one member is appointed by the Governor. Until 2021, the other four members were elected by the voters. Changes to State law now require that at least one Commissioner on the Housing Authority Board be a tenant-commissioner and provides that one member be appointed by the Select Board. This proposed amendment will bring the Town Charter into compliance with State law. Approval of the Legislature and the Governor are required for changes to the Town Charter.

MOVED: That the Town vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Chapter 403 of the acts of 1971 is hereby amended by deleting from Section 19, as most recently amended by section 1 of Chapter 341 of the acts of 2018, subsection (viii) and inserting in place thereof the following:

(viii) Three (3) members of the Needham Housing Authority for 5-year terms;

SECTION 2. Chapter 403 of the acts of 1971 is hereby amended by striking out Section 20(b), as most recently amended by section 1 of chapter 341 of the acts of 2018, and inserting in place thereof the following:
(b) The select board shall appoint a town counsel, members of the board of appeals, election officers, registrars of voters, except the town clerk, members of the historic commission, conservation commission, commission on disabilities, the tenant member of the housing authority and, except as provided in section 19, all other boards, committees and commissions for whom no other method of selection is provided in this charter or by-law.

SECTION 3. This act shall take effect upon passage.

Action: So voted by unanimous vote.

ARTICLE 39: INCREASE CONTRIBUTORY RETIREMENT COLA ALLOWANCE

To see if the Town will vote to increase the maximum base upon which the retiree cost of living (COLA) is calculated from $14,000 per year to $16,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010; or take any other action relative thereto.

Article Information: The purpose of this article is to increase the base amount upon which the retiree Cost-of-Living Adjustment is paid. MGL, Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010 allows a Contributory Retirement Board, with the approval of Town Meeting, to increase the base amount upon which the Cost-of-Living adjustment paid to retirees is calculated. An increase of the base from $12,000 to $14,000 was approved at the 2015 Annual Town Meeting. This action increased the maximum COLA a retiree can receive from $360 per year to $420 per year even if his/her pension exceeds $14,000. Approval of this article will increase the base amount from $14,000 to $16,000. The decision to grant a COLA and at what amount is made annually by vote of the Needham Contributory Retirement Board.

MOVED: That the Town vote to increase the maximum base upon which the retiree cost of living (COLA) is calculated from $14,000 per year to $16,000 per year in accordance with Chapter 32, Section 103(j) and Section 19 of Chapter 188 of the Acts of 2010.

Action: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the warrant.

A motion to advance consideration of Article 40 to be the first item of business on Wednesday, May 4, 2022 was offered by Mr. Paul A. Siegenthaler. Mr. Siegenthaler explained that he is the primary sponsor of this citizen's petition and will be out of town during the second week of Town Meeting.

ACTION: Mr. Siegenthaler's motion to advance consideration of Article 40 to be the first item of business on Wednesday, May 4, 2022 was presented and carried by voice vote.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

No reports were submitted under Article 2.

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2022, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$75,727
Town Clerk with 6 years of service in that position	$113,953 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $9,117, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $75,873. The annual salary of $113,953 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,834. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $16,567; or take any other action relative thereto.

Article Information: In accordance with Massachusetts General Law Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories: newly elected Town Clerk and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Select Board have remained unchanged since 1977.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2022, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$75,727
Town Clerk with 6 years of service in that position	$113,953 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $9,117, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $75,873. The annual salary of $113,953 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,834. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $16,567; or take any other action elative thereto.

Ms. Marianne B. Cooley, Chair, addressed this article on behalf of the Select Board. The salaries for the members of the Select Board remain the same as in previous years. The Select Board recommends adoption of this article.

James G. Healy, member, recommends adoption of this article on behalf of the Finance Committee.

ACTION: the main motion was presented and passed by unanimous vote.

ARTICLE 4 was adopted by unanimous consent earlier this evening.

ARTICLE 5 was adopted by unanimous consent earlier

ARTICLE 6 was adopted by unanimous consent earlier this evening.

ARTICLE 7: APPROPRIATE FOR RTS SERVICE DELIVERY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding a solid waste disposal and recycling service delivery study, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Select Board adopted a goal to evaluate the service delivery model of the Recycling/Transfer Station prior to recommending any significant capital investment in the facility. The study would evaluate trash and recycling options including curbside pick-up, remaining drop-off, or a combination of the two, and will identify associated infrastructure and staffing needs and costs.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding a solid waste disposal and recycling service delivery study, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

Kevin J. Keane, member, recommended adoption of this proposal on behalf of the Select Board.

Richard M. Reilly, members recommended adoption on behalf of the Finance Committee.

In response to an inquiry from Mr. Michael A. Distiller (Precinct G), Kevin Keane advised that private pick up is included in the studies and there is a difference in cost in the previous study.

In response to an inquiry from Lois F. Sockol (Prec. I), Mr. Keane noted there will always be a dump (disposal area).

Josephine Lupinno Ochalla and Jeffrey D. Heller rose in support of this proposal.

ACTION: The main motion was presented and passed by unanimous vote.

ARTICLE 8: APPROPRIATE FOR PARKING STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $135,000 for the purpose of funding a parking study in Needham Center and Needham Heights, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Parking Meter Fund; or take any other action relative thereto.

Article Information: The Select Board voted to seek funding for a study of the parking needs in Needham Center and Needham Heights. The purpose of the study is to help guide decision-making with respect to public parking options aligned with streetscape improvements, outdoor dining, and overall community interest in pedestrian-friendly and age-friendly amenities and infrastructure. Alternative payment options will be reviewed.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $135,000 for the purpose of funding a parking study in Needham Center and Needham Heights, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Parking Meter Fund.

Marianne B. Cooley, Chair, addressed this proposal on behalf of the Select Board. She explained that the purpose of this article is to understand the parking needs of the Town. There are a variety of parking and fees within the Town. The Select Board recommends adoption of Article 8.

Mr. James G. Healy, Member, addressed this proposal on behalf of the Finance Committee. The Finance Committee believes this is a good study and the costs will be paid out of the Parking Meter Fund. The Finance Committee recommends adoption.

Mr. Carlos Agualimpia (Precinct C) questioned if the town should wait until the Muzi project is completed before conducting this study. Ms. Marianne B. Cooley, Chair, Select Board, advised that she thinks this is the right time and that there will be additional studies related to the Muzi property (also known as 587 Highland Avenue).

ACTION: The main motion was presented and passed by majority vote on a voice vote declared by the Moderator.

Article 9 was adopted by unanimous consent earlier this evening.

ARTICLE 10: APPROPRIATE THE FY2023 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,625,000 from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $32,328, and $969,632 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,625,000 from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $32,328, and $969,632 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

The following motion to amend was offered by John P. Connelly:

MOVED: That the main motion under Article 10 be amended by deleting in line 5 Retiree Insurance and Insurance Liability Fund the sum "$7,844,474" and inserting in place thereof the sum "$8,844,474" and by deleting the sum "$2,625,000" to be transferred from Free Cash and inserting in place thereof the sum "$3,625,000".

In keeping with our tradition, I seek your unanimous consent for a rule of procedure and debate for discussion under Article 10 Fiscal Year 2023 Operating Budget and Article 23, the consolidated Cash Capital Article. This rule would also be applicable to Articles 11 and 12, the Water and Sewer Enterprise Fund Budgets, but those Articles passed by unanimous consent under our Consent Calendar. The rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless

the movant identifies another line item or items that will be reduced to fund the proposed increase.

The Moderator presented the rule of procedure and debate for Articles 10 and 23 to the Meeting and the rule was adopted by unanimous consent.

Mr. Joshua W. Levy, Chair, addressed the proposed Fiscal Year 2023 budget on behalf of the Finance Committee.

The Moderator proceeded to call out each line item in the budget.

Under line Item 4 - Needham Electric, Light & Gas Program, Jeffrey M. Friedman (Precinct F) asked what affect inflation will have on this line item. Mr. Levy advised that there are constraints in place.

In responses to an inquiry from M. Patricia Cruickshank (Precinct H) regarding increasing solar panels at the transfer station, Mr. Levy advised that the town is investigating panels for the Jack Cogswell Building. Marianne B. Cooley, Chair, stated that the Select Board are looking at all options.

Mr. Aaron M. Pressman rose in strong support of the motion to amend.

Under Line Item 8 – Injury on Duty & 111F, Lance R. Brown (Precinct A) questioned the need to put money in this line item. Mr. Levy explained that this is a new line item not previously covered in the budget. In response to Mr. Lawrence J. Cohen (Precinct F), Mr. Levy explained that Article 33 is before us because the town needed to separate out money for 111F.

Under Line Item 10 - Reserve Fund, Mr. Richard A. Zimbone (Precinct H) asked what line item is used to pay for playgrounds and how much is allocated for those expenses. In response to Mr Zimboni's inquiry, Mr Levy explained that minor repairs are covered in the Park & Recreation Department budget and major repairs are covered under separate article such as $7,000 for pool repairs and $1,500 for playground repairs.

A motion to amend was offered by Mr. Richard A. Zimbone to reduce the Reserve Fund (10) by $25,000 and increase Line Item 29B Expenses with preference for playground repairs. Mr. Levy noted that any department can come to the Finance Committee and request funding. Holly Anne Clarke stated that the Claxton Field playground has been removed because of disrepair and safety issues. Christopher J. Gerstel, Park & Recreation Commission Chair, explained that the Park & Recreation Commission go through a five-year plan and evaluate every project.

Mr. James R. Ruetenik (Precinct J) rose in support of this amendment as beneficial for kids.

Mr. Evan F. Rauch (Precinct D) rose in opposition to this amendment and expressed concern that the Park & Recreation Commission should make this request through the budget process.

M. Patricia Cruickshank (Precinct H) and Doug Fox (Precinct F) also rose in favor of this amendment.

A motion to move the previous question on the motion to amend was offered by Mr. Maurice Handel. The motion was presented and carried by a two-thirds vote on a voice vote declared by the Moderator.

Mr. Zimbone's motion to amend was presented but the Moderator was in doubt as to the voice vote. The motion was again presented, but the Moderator was still in doubt. The Moderator swore in the following tellers: Heinz R. Brinkhaus, Paula R. Callanan, Cynthia J Wolfe, Ilan Barzilay, Karen E. Han and Rebecca A. Young. Teller Richard S. Creem declined due to a conflict in another article.

The motion was present for a third time and carried by a count of hands. The hand count was Yes 136 – No 95.

Under Line Item 11 – Select Board and Office of the Town Manager, Georgina A. Arietta Ruetenik expressed concern with the civil rights suit against the Town. Select Board Chair Marianne B. Cooley advised that the town is being represented by insurance.

At this time the Moderator announced a short break. After the break, the Moderator stated the attendance for this evening is 224 present and 29 absent.

The Moderator announced the presence of our State Senator Becca Rausch and thanked her for her interest in our Town Meeting.

Town Meeting reconvened under Line Item 11. In response to an inquiry from Margaret Abruzese regarding the selection of legal services, Marianne B. Cooley, Chair, Select Board, stated that the Town had a long time Town Counsel who retired. At that time the Select Board decided that one individual was not enough to handle all the legal requirements of the Town and they went out to bid and hired a law firm and have been very happy with their services to date.

Under Line Item 20 – Minuteman Regional High School, Marianne B. Cooley, Chair, Select Board, advised Georgina A. Arietta-Ruetenik that there are 31 Needham students attending Minuteman regional High School this year and the number is increasing with the new Minuteman facilities. The Town is pleased with the Minuteman education.

Under Line Item 21 – Needham Public Schools, Matthew J. Spengler, Chair, School Committee, addressed this proposal briefly. He stated that there are 5500 students in the Needham School system and there is a high standard of education in Needham. He emphasized that there is concern with our students social and mental health because of the Covid pandemic.

Mr. Paul S. Alpert (Precinct C) noted that Needham ranked extremely high in the ranking of High Schools in the United States listed recently in the Boston Globe.

In response to an inquiry from Georgina A. Arrieta-Ruetenik (Precinct J), Mr. Spengler advised that 18 – 205 of students are in Special Education and there are adequate counselors (based on national services) in all schools.

In response to an inquiry from Henry G. Ragin (Precinct J) regarding the percent or IEPs and how many applied granted or turned down for Special Education, Mr. Spengler advised that he does not have the numbers tonight but can furnish those numbers.

In response to an inquiry on the town's intention to plow town sidewalks from Jeanne S. McKnight (Precinct F), Marianne B. Cooley, Chair, Select Board, advised that the town looked to test by

particular areas and have not made its conclusion. There will be a review and determination on how it worked.

Marianne B. Cooley, Chair, on behalf of the Select Board advised that the contract to replace the Library sound system is being signed tomorrow and must be completed by June 30, 2022.

Under Line Item 29a – Park and Recreation Department - Lance R. Brown (Precinct A) questioned the increase in salaries. Mr. Joshua W. Levy, Chair, Finance Committee, explained that the increase is due to an increase in costs for temporary employees.

Marianne B. Cooley, Chair, Select Board, advised Mr. Richard DeMeis (Precinct G) that there has been lots of discussion and interest in a skateboard park and this will come back to this body.

Mr. John P. Connelly's motion to amend was presented and carried by unanimous vote.

Note: Mr. Zimbone's motion to amend under Line Item 10 was passed earlier by a count of hands: The hand count was Yes 136 No 95.

ACTION: The main motion, as amended, was presented, and carried by unanimous vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $3,625,000 from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $32,328, and $969,632 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Townwide Expenses

1. Casualty, Liability, Property & Self Insurance Program	$834,262
2. Debt Service	$20,198,294
3. Group Health Insurance, Employee Benefits Assessments & Administrative Costs	$17,255,396
4. Needham Electric, Light & Gas Program	$4,121,023
5. Retiree Insurance & Insurance Liability Fund	$8,844,474
6. Retirement Assessments	$11,407,096
7. Workers Compensation	$732,070
8. Injury on Duty & 111F	$151,105
9. Classification Performance & Settlements	$1,332,466
10. Reserve Fund	$2,052,091
Townwide Expense Total	**$66,928,277**

Select Board & the Office of the Town Manager

11A Salary & Wages	$1,060,329
11B Expenses	255,076
Total	**$1,315,405**

Office of the Town Clerk & Board of Registrars

12A Salary & Wages	$406,546
12B Expenses	$81,720
Total	**$488,266**

Legal Services

13A Salary & Wages	
13B Expenses	$329,140
Total	**$329,140**

Finance Department

14A Salary & Wages	$2,315,869
14B Expenses	$1,331,273
14C Capital	$95,000
Total	**$3,742,142**

Finance Committee

15A Salary & Wages	$41,904
15B Expenses	$1,460
Total	**$43,364**

Planning and Community Development

16A Salary & Wages	$515,949
16B Expenses	$36,850
Total	**$552,799**
General Government	**$6,471,116**

Police Department

17A Salary & Wages	$7,135,569
17B Expenses	$507,827
17C Capital	$257,884
Total	**$7,901,280**

Fire Department

18A Salary & Wages	$9,403,525
18B Expenses	$445,467
18C Capital	$35,334
Total	**$9,884,326**

Building Department

19A Salary & Wages	$797,717
19B Expenses	$51,040
Total	**$848,757**
Public Safety Total	**$18,634,363**

Minuteman Regional High School Assessment

20 Assessment	$1,367,739
TOTAL	**$1,367,739**

Needham Public Schools

21 Needham Public School Budget	$87,277,798

TOTAL	**$87,277,798**
Education Total	**$88,645,537**
Building Design & Construction Department	
22A Salary & Wages	$342,389
22B Expenses	$15,175
Total	**$357,564**
Department of Public Works	
23A Salary & Wages	$10,270,980
23B Expenses	$8,167,639
23C Capital	$115,499
23D Snow & Ice	$433,139
Total	**$18,987,257**
Public Facilities and Public Works Total	**$19,344,821**
Municipal Parking Program	
24 Program Budget	$151,818
Total	**$151,818**
Health and Human Services Department	
25A Salary & Wages	$1,985,557
25B Expenses	$434,735
Total	**$ 2,420,292**
Commission on Disabilities	
26A Salary & Wages	1,500
26B Expenses	550
Total	**$2,050**
Historical Commission	
27	1,050
Total	**$1,050**
Needham Public Library	
28A Salary & Wages	$1,725,936
28B Expenses	$390,863
Total	**$2,116,799**
Park & Recreation Department	
29A Salary & Wages	$1,031,628
29B Expenses	$263,336
Total	**$1,294,964**
Memorial Park Trustees	
30	$750
Total	**$750**
Needham Council for Arts and Culture	
31	$8,300
Total	**$8,300**
TOTAL: COMMUNITY SERVICES	**$5,996,023**
DEPARTMENT BUDGET TOTAL	**$139,091,860**
TOTAL OPERATING BUDGET	**$206,020,137**

Article 11 was adopted by unanimous consent earlier this evening.

Article 12 was adopted by unanimous consent earlier this evening.

ARTICLE 13: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter, or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided, or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. The preliminary Chapter 90 allocation for fiscal year 2023 is $912,849. Unless circumstances require otherwise, this Chapter 90 allocation will be directed to the design and construction of the next phase of the downtown infrastructure improvement project including design and construction of Quiet Zone compliant infrastructure at railroad grade crossings.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter, or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided, or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation.

Heidi R. Frail, member, recommended adoption of this Article on behalf of the Select Board.

Richard J. Lunetta, member, recommended adoption of this article on behalf of the Finance Committee. He advised that the state does not provide funds if the Town Meeting doesn't approve this article.

Holly Anne Clarke (Precinct D) expressed concern with the lack of sidewalks in the Charles River Street and Oxbow Road area.

Heidi R. Frail advised that the Select Board improves existing sidewalks before building new sidewalks but there will be hearings for discussion.

ACTION: the main motion was presented and carried by unanimous vote.

Article 14 was adopted by unanimous consent earlier this evening.

Article 15 was adopted by unanimous consent earlier this evening.

Article 16 was adopted by unanimous consent earlier this evening.

ARTICLE 17: APPROPRIATE FOR NHA PRE-DEVELOPMENT LINDEN CHAMBERS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,386,000 for the purpose of funding pre-development costs for the Linden Chambers housing project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Community Housing Reserve; or take any other action relative thereto.

Article Information: *The Needham Housing Authority (NHA) is requesting funding to engage a firm to prepare the preliminary design work required to obtain zoning relief and complete other due diligence (e.g., geo-tech borings, traffic studies, schematic designs, etc.) to better position the Linden Chambers developments to receive funds from outside sources. The requested CPA funds may also be used to create and explore options for temporary tenant relocation during the construction period.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $1,386,000 for the purpose of funding pre-development costs for the Linden Chambers housing project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Community Housing Reserve.

Laura W. Dorfman, member, addressed this proposal on behalf of the Community Preservation Committee. She explained that this proposal is for design and pre-development costs in order to create improved affordable housing.

Mr. James G. Healy, member, Finance Committee, advised that this is clearly needed. The Cambridge Housing Authority has been awarded the contract. There is a variety of funding sources and all money is coming from the Community Preservation Committee. It is not in the Town budget or taxes.

Upon request from Peter J. Pingitore, Chair, Community Preservation Committee, Needham Housing Authority and Town Meeting Member Reginald C. Foster stated that there are currently 24 units which could increase to 60 units with this proposal. He further noted that the Needham Housing Authority hopes to find temporary homes for the current residents during this renovation.

ACTION: The main motion was presented and carried by unanimous vote.

Article 18 was adopted by unanimous consent earlier this evening.

ARTICLE 19:APPROPRIATE FOR COMMUNITY FARM GROWING BEDS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for the purpose of funding the construction of growing beds at the Needham Community Farm, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Open Space Reserve; or take any other action relative thereto.

Article Information: *The Needham Community Farm is requesting funding to construct 150, 4 by 12-foot garden beds for growing vegetables and flowers using organic practices. Seasonal rental would be offered, with priority to Needham residents, and to others depending on demand. The project would occupy 3/4 of an acre and would be fenced. Site access would be improved to allow disabled access to the beds, with 15 beds elevated for wheelchair-bound usage. The site would be regraded for improved drainage, with a shed constructed for tool storage, and access to water supply installed. Construction would begin in July 2022 for initial use in the 2023 growing season.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $200,000 for the purpose of funding the construction of growing beds at the Needham Community Farm, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the CPA Open Space Reserve.

Mr. Peter J. Pingitore, Chair, advised that the Community Preservation Committee voted unanimously to support this article.

Mr. John P. Connelly, Vice Chair, advised that the Finance Committee held a hearing on this proposal and is satisfied that this is a good project and recommended adoption.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 20:APPROPRIATE FOR HIGH SCHOOL TENNIS COURTS DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for design and engineering costs associated with the reconstruction of the High School Tennis Courts, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: *The requested funding would support funds to design the repair or replacement of the existing tennis courts at Needham High School. This project will evaluate the current condition of the tennis courts and provide design options for both a resurfacing project and a full renovation. Once feedback has been received by the community, these funds will also be used to complete all design documents for the project.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for design and engineering costs associated with the reconstruction of the High School Tennis Courts, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Mr. Joseph P. Barnes, Precinct C Town Meeting Member and CPC member, advised that the Community Preservation Committee voted unanimously to support this Article.

Mr. Thomas M. Jacob, member, advised that the Finance Committee voted 4 – 1 to not support this article at this time. The

Finance Committee believes this proposal needs more review of the condition of these courts.

A motion to refer the subject matter of Article 20 to the Park and Recreation Commission for the appointment of a citizens advisory committee to advise on a townwide strategy for tennis and to report back to a future Town Meeting was offered by Mr Paul A. Siegenthaler. Mr. Siegenthaler advised that he has played tennis for many years, and this is a sport and activity that we need to support. However, we need more information.

Sam Williams, resident, rose to support this article. He stated that he is in the tennis industry and the town needs this study to be able to determine why the courts are in this condition and to understand what has happened.

Ms. Lois F. Sockol (Precinct I) suggested there is a need to fix these courts and then figure what comes next. It doesn't have to be "either/or".

Mr Doug H. Fox (Precinct F) rose in support of this article and again the motion to refer. Also rising in support of this article were Jeremy Chao and Jeffrey D. Heller.

Carol I Urwitz (Precinct J) questioned using money from the athletic Fund for this article. Mr. Peter J. Pingitore, Chair, Community Preservation Committee, noted that some funding would come from the Athletic Fund.

Mr. Evan F. Rauch (Precinct D) advised that it is important to have four tennis courts at the High School.

In response to an inquiry from Jennifer Lewis Buell (Precinct G), Christopher J. Gerstel, Chair, Park and Recreation Commission, advised that his board relies on the opinion of the athletic director.

A motion to move the previous was offered by Ford H. Peckham (Precinct E). The motion was presented and carried by the required two-thirds vote.

Mr. Siegenthaler's motion to refer to the Park and Recreation Commission was presented but failed to pass on a voice vote declared by the Moderator.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

At 11:04 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 4, 2022 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall. The motion was presented and passed by unanimous vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

****

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 4, 2022

Pursuant to adjournment of the Annual Town Meeting held May 2, 2022, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Wednesday, May 4, 2022 at 7:30 P.M.

Check lists were used and 221 voters were checked on the list as being present, including 218 Town Meeting Members. 35 Town Meeting Members were absent.

The Moderator reminded Town Meeting Members to sit in the first 11 rows of the hall. He also noted that only Town Meeting Members are permitted to vote.

At this time discussion commenced under Article 40

ARTICLE 40: CITIZENS' PETITION - AMEND GENERAL BY-LAWS

To see if the Town will vote to amend the General By-Laws by inserting in Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.14 to read as follows:

> "Delivery of Written Material. Any person delivering written material to a residence shall leave such material at least 15 feet from the public way, unless left in a designated, enclosed box suitable for such purpose or if the principal residential structure to which a delivery is being made is located less than 15 feet away from the public way, in which case such material shall be left no more than 5 feet away from the principal structure. The provisions of this by-law do not apply to deliveries by the United States Postal Service. Whoever violates the provisions of this by-law shall be subject to a fine of $25.00 for each offense."

And to renumber the remaining existing sections within Article 3 in appropriate numerical order to account for the insertion on the new section.

Article Information: This citizens' petition proposes a new addition to the General By-Laws that would require all written materials delivered to a residence in Town to be placed at least 15 feet away from the public way (unless such materials are left in a mailbox, or the residence itself is already closer than 15 feet to the public way). This By-Law is intended to prevent the accumulation of written materials (for example, newspapers in plastic bags) left on or near the street, which often go uncollected, become unsightly litter, and can contribute to environmental pollution.

MOVED: That the Town will vote to amend the General By-Laws by inserting in Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.14 to read as follows:

> "Delivery of Written Material. Any person delivering written material to a residence shall leave such material at least 15 feet from the public way, unless left in a designated, enclosed box suitable for such purpose or if the principal

residential structure to which a delivery is being made is located less than 15 feet away from the public way, in which case such material shall be left no more than 5 feet away from the principal structure. The provisions of this by-law do not apply to deliveries by the United States Postal Service. Whoever violates the provisions of this by-law shall be subject to a fine of $25.00 for each offense."

And to renumber the remaining existing sections within Article 3 in appropriate numerical order to account for the insertion on the new section.

Mr. Paul A. Siegenthaler (Precinct E) addressed this proposal as the principal proponent for the citizens' petition. This article is an attempt to protect the environment. There are three possibilities for picking up trash left on streets – residents, town pick up on the street, or we do nothing. If there is no trash by-law, the trash just sits there. Mr. Siegenthaler urged support for this article.

Mr. Kevin J. Keane, member, addressed this proposal on behalf of the Select Board. He acknowledged that this does present some issues. However, the Boston Glove or the New York Times is not litter. If papers are left on the homeowner's property, it is their responsibility. If left at 5 AM in bad weather, this could present some concerns. The potential fines could be high. The Select Board recognize these concerns but do not support adoption of this article.

Carol I. Urwitz (Precinct J), David Dirks (Precinct G) and Catherine E. Kurkjian (Precinct B) rose in opposition to this proposal.

ACTION: The main motion was presented but failed to pass on a voice vote declared by the Moderator.

ARTICLE 21:APPROPRIATE FOR EMERY GROVER RENOVATION

To see if the Town will vote to appropriate $19,400,000 for the renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $4,500,000 be transferred from Free Cash, that $1,000,000 be transferred from Overlay Surplus, that $2,000,000 be transferred from CPA Free Cash, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $11,900,000 under M.G.L., Chapter 44, Section 7, M.G.L. Chapter 44B, or any other enabling authority; or take any other action relative thereto.

Article Information: This project includes the historic renovation of the Emery Grover exterior, as well as renovation and modernization of the interior, and has been reduced in scope to fit within the existing structure of the building. The revised concept reduced overall square footage from 34,717 to 21,108 to reflect more efficient use of shared space, construction of common work areas, and relocation of the educational technology/head end room function to other school buildings. This project also includes the temporary use of the Hillside Elementary School as swing space for school administration personnel during construction. This historic renovation project is eligible for Community Preservation Act (CPA) funds as a local, state, and national historic resource. The October 25, 2021, Special Town Meeting appropriated $1,475,000 in design funding. Because of the time frame for the project, Town Meeting approval of an emergency preamble will be requested.

MOVED: That the Town vote to appropriate $19,400,000 for the renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $4,500,000 be transferred from Free Cash, that $1,000,000 be transferred from Overlay Surplus, that $2,000,000 be transferred from CPA Free Cash, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $11,900,000 under M.G.L., Chapter 44, Section 7, M.G.L. Chapter 44B, or any other enabling authority.

Mr. Richard M. Reilly (Precinct H) offered the following motion to amend: That the main motion under Article 21 be amended by deleting in the fourth line the sum "$4,500,000" inserting in place thereof "$2,250,000" and by deleting in the seventh line the sum "$11,900,000" and inserting in place thereof the sum $14,150,000".

Ms. Marianne B. Cooley, Chair, Select Board, offered a second motion to amend by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

Robert J. Dermody, Member, addressed this article on behalf of the Community Preservation Committee. He explained that the total appropriation of $11,400,000 for renovation and addition to the Emery Grover building consists of $6,000,000 from the Community Preservation Committee and $13,400,000 will be funded by the Town. The Community Preservation Committee requests Town Meeting's support. The Emery Grover is the town's oldest building and should be done now.

Marianne B. Cooley, Chair, addressed this proposal on behalf of the Select Board. She explained that this proposal came before Town Meeting last spring and again under Article 7 of the Special Town Meeting on Monday, October 25, 2021. Ms. Cooley stated that Emery Grover needs to be renovated and asked for Town Meeting's support of the project, the amendment, and the emergency preamble.

Mr. Joshua W. Levy, Chair, addressed this proposal on behalf of the Finance Committee. He stated that the Finance Committee voted 5 to 3 to recommend adoption of Article 21 and Mr. Reilly's motion to amend.

John D. Crimmings (Precinct G) questioned the Town's goal of 10% debt limit. He questioned if the October 25, 2021 Fall Special Town Meeting approval for work on Emery Grover under Article 7 and this Article 21 would exceed the 10% debt limit. He also questioned the needs of the Pollard and Mitchell schools and the DPW building. Mr Joshua W. Levy advised that the town does not have total costs for all those projects at this time. The town tries to adhere to the 10% debt limit but at times it exceeds that limit.

Glenn Alan Mulno (Precinct I) rose in support of Article 21. He stated that he has been a resident for 24 years and there has always been a school project. This project should be done now.

Mr Reilly's motion to amend was presented and passed by majority vote on a voice vote declared by the Moderator.

Ms. Cooley's motion to amend was presented and passed by the required two-thirds vote on a voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented and passed by the required two-thirds vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to appropriate $19,400,000 for the renovation of and addition to the Emery Grover Building and associated grounds, including the temporary use of the Hillside School as swing space, as well as costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that dx be transferred from Free Cash, that $1,000,000 be transferred from Overlay Surplus, that $2,000,000 be transferred from CPA Free Cash, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $14,150,000 under M.G.L., Chapter 44, Section 7, M.G.L. Chapter 44B, or any other enabling authority. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

Article 22 was adopted by unanimous consent on May 2, 2022.

ARTICLE 23: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $3,116,314 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Bigbelly Trash Receptacles	$135,000	
Community Services	Center at the Heights Generator Installation	$27,000	
Community Services	Center at the Heights Space Utilization Study	$75,000	
Community Services	Library Technology	$26,280	
General Government	Geographic Information System	$120,000	
General Government	Town Offices Replacement Furniture	$25,000	
Public Safety	Personal Protective Equipment	$53,174	
Public Safety	Public Safety Mobile Devices	$50,000	
Public Schools	Roof Top Unit Replacement (Broadmeadow & Eliot Schools)	$817,750	
Public Schools	School Copier Replacement	$53,275	
Public Schools	School Furniture & Musical Equipment	$25,000	
Public Schools	School Technology Replacement	$437,000	
Public Works	Public Works Mobile Devices	$50,000	
Public Works	Recycling and Transfer Station Property Improvements	$47,500	
Public Works	Traffic Improvements	$50,000	
Multiple	Fleet Program	$1,124,335	
		$3,116,314	

Article Information:

Bigbelly Trash Receptacles

This funding request will support the acquisition of eight additional Bigbelly trash receptacles for use at locations that are currently served by traditional barrels. Locations under consideration include Walker Gordon Field, the Dog Park, Riverside Park, Mills Field (two units), Cricket Field, Perry Park, and the Reservoir Trail. The Town purchased 12 Bigbelly trash and five trash/recycling receptacles in 2019 and deployed them to DeFazio Park, Memorial Park and Greene's Field as part of a four-month (July-November) pilot program. The objectives of the pilot were to determine if the Bigbellys could address issues commonly associated with municipal waste management. Benefits seen during the pilot program include a reduction of wind-blown litter and the staff time required to collect it, elimination of odors and easy access by vermin, an increase in the efficiency of trash and recycling collections, and an improvement of the physical appearance and standardization of trash infrastructure in public spaces. To continue to combat the ongoing trash concerns in the Town, a second deployment of Bigbelly trash receptacles to less centrally located parks is proposed. Installing the units at spread out locations would maximize the utility of the Bigbelly networked real time reporting system, allowing staff to easily determine which units are full via an app. Routing staff and equipment to service only full receptacles generates operational efficiencies and cost savings by reducing unnecessary vehicles miles, fuel consumption, operator time, and equipment wear. New Bigbellys will aesthetically and functionally match those already deployed and those planned for the Town Common renovation, presenting as a cohesive and recognizable trash collection network across Needham.

Center At The Heights Generator Installation

This funding would provide a design of a new permanent generator installation at the Center at the Heights (CATH). The CATH has been designated as an appropriate location for a shelter and warming space (including a restaurant-grade kitchen) to support residents in need during an emergency. The CATH was not designed or built with an emergency generator. A portable generator has been in place at the building, which is insufficient as it does not support the full electrical load of the building and must be manually activated. The design will accommodate a more powerful generator with the capacity to supply the entire building with emergency power and will include evaluation of a more appropriate location for the placement of the generator. It will also include the addition of an automatic transfer switch, eliminating the need for staff to manually operate the generator in case of the loss of power.

Center At The Heights Space Utilization Study

This funding request will support a space utilization study at the CATH. Since opening, the CATH has increased its programming and extended its hours of operation. This increased usage has resulted in some concerns about the building spaces and their current function. Funding would support a space utilization study and an assessment of building needs at the CATH. This study will focus on program, office, and clinical spaces within the building to ensure optimal utilization and program flexibility for participants. The study would also look at the current configuration of the outdoor deck and the fitness room and how each room is being used, enhancing and expanding the application of the restaurant-grade kitchen, and a thorough review of parking and building accessibility.

Library Technology

This funding request will support the two remaining years of a five-year Library Technology Plan. Unless circumstances require otherwise, fiscal year 2023 funding is proposed for the replacement of two Program Specialist computers, 16 barcode scanners, 24 receipt printers, and four staff computers.

GIS Technology Systems And Applications

The funding request will support the update of Geographic Information System (GIS) technology systems and applications imagery. It will also support the update of planimetric data recorded via overflight to update aerial imagery. Planimetric data is the digital representation of above-ground physical structures and features. The updated data will be incorporated into the public site and departmental GIS sites used for planning and designing projects.

Town Offices Replacement Furniture

This funding request will fund furniture replacement in Town Hall and the Public Services Administration Building (PSAB). Town Hall was equipped with new furniture when it reopened in October 2011. In fiscal year 2023, the furniture will be 11 years old and certain items need to be replaced due to wear and tear. PSAB opened with new furniture in February 2010. In fiscal year 2023, the furniture will be 13 years old. Worn and broken furniture likewise requires replacement. A furniture inventory, including current condition, has been completed annually for Town Hall and PSAB. Depending upon the condition of the furniture in outlying years, this request may be repeated either annually or biennially.

Personal Protective Equipment

This funding request will replace Personal Protective Equipment (PPE) – known as "bunker gear" – for 20% of all firefighting personnel on an annual basis. This is to ensure the life span of the equipment does not exceed the ten-year guideline. All line personnel now have two sets of PPE available. By having a second set of PPE, fire personnel are able to clean one set after an incident while remaining in service for other emergencies. Properly maintaining PPE helps ensure its expected longevity and can significantly reduce long term health risks faced by personnel.

Public Safety Mobile Devices

This funding request will fund replacement of laptops and tablets as well as installation services and accessories that are used for laptops and tablets in Needham Police and Fire Department Vehicles. The hardware is used to access multiple applications during the daily operations of individuals working in Police and Fire vehicle. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The devices themselves are hardened with specifications for use in more intensive environments. In the future, replacement of this equipment will be incorporated into the departmental operating budget or included in the purchase of vehicles, because the useful life of the equipment is now fewer than five years.

Rooftop Unit Replacement Broadmeadow and Eliot Schools

This funding request will support the design phase of a project to replace the current roof top units (RTUs) at Broadmeadow and Eliot Schools. The current units (five units and four units, at Broadmeadow and Eliot respectively) are past the end of their useful life and are becoming increasingly inefficient, ineffective at dehumidifying, and costly to maintain. They do not feature industry standard energy recovery mechanisms that reduce energy costs. Additionally, some of the existing RTUs at these locations have compressors that run on an obsolete refrigerant called "R22," which is no longer produced in the U.S. and cannot be imported due to its environmental impact, resulting in costly supply challenges. The RTUs also have furnaces that are starting to fail and need to be replaced. These furnaces are the primary heat source for the building and keep the RTUs from

freezing. The HVAC systems' connection to the existing boilers compromises efficiency, particularly during the summer. The boilers help reheat overcooled dehumidified air coming in from the RTUs, but the current boilers are not designed for this purpose due to their larger size. In the summer, the systems use larger amounts of energy to sustain the reheating than would be required by smaller, dedicated boilers. This funding would support an engineering assessment of the current RTU condition at both the Broadmeadow and Eliot schools and determine replacement options, including an evaluation of different considerations for improvement of the energy efficiency of these systems to be in compliance with updated buildings codes and a cost benefit analysis of additional energy efficiency upgrades. The consultant would also design the installation of smaller boilers at both schools that are more appropriate for the reheating required by the HVAC systems in the summer and shoulder months. Funding for the construction phase will be proposed for fiscal year 2024.

School Copier Replacement

This funding request is to replace five copiers in the following locations: Broadmeadow School, Newman School (two), Pollard School, and Emery Grover. School photocopiers in all schools and the administration building are used both by administrative and teaching staff. Copiers which are heavily used are replaced more frequently than copiers that are lightly used. The average life cycle is calculated at seven years, although planned replacement ages range from five to nine years, depending on use. It is important to replace machines regularly, even if they have not yet reached maximum copy allowances, given the additional operating expense associated with servicing and maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis also assumes that copiers are re-deployed around the District as needed, to better match projected usage with equipment capacity.

School Furniture

This funding request is a recurring capital item to replace furniture in poor and fair condition and to provide new classroom furniture as needed for new enrollment or replacement purposes.

School Technology

The School Department technology replacement program includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras and electronic door access controllers. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. The fiscal year 2023 Capital Improvement Plan (CIP) for school technology request is for $437,000, including $324,000 for hardware and $113,000 for infrastructure replacement.

Public Works Mobile Devices

This funding request will support the refresh of public works mobile devices, bringing them up to the latest hardware and software specifications needed for the work. This hardware is used to access multiple applications during the daily operations of either an individual or vehicle within the Public Works Department. The current hardware is a mix of hardened laptops and tablets. Over the past several years multiple Public Works Divisions have migrated to mobile operations requiring field access to cloud-based data or applications.

Recycling And Transfer Station Facility Improvements

This funding request will support a design for the tipping pit that will need to be demolished and redesigned from the existing cantilever and curb at the front side and replaced with reinforced concrete and/or structural steel. The construction funds will be requested in fiscal year 2024. RTS Facility Improvement projects increase processing efficiency, comply with regulatory requirements, ensure safety, and enhance the facility's overall functionality.

Traffic Improvements

This funding request supports projects recommended by the Traffic Management Advisory Committee (TMAC). The annual request will support one or two TMAC construction-related projects per year, such as 500 feet of roadway granite curb installation, two school zone installations, two average traffic calming installations, several radar sign installations, sign and/or pavement markings, or pedestrian improvements. The goal of the TMAC is to ensure the safety of pedestrians, motorists, and bicyclists. TMAC construction-related projects are not presently funded through the Department of Public Works operating budget.

General Fund Core Fleet Replacement

UNIT	EXISTING	DIVISION	YEAR	REPLACEMENT	AMOUNT
700	Ford Econoline Van E250	DPW Building Maintenance	2012	Utility Van	$71,547

GENERAL FUND FLEET REPLACEMENT – SPECIALIZED EQUIPMENT

UNIT	*EXISTING*	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
5	*International 7400 Series*	*DPW RTS*	*2011*	*Heavy Duty Truck Class 8 Large Dump*	*$291,255*
59	*Steco*	*DPW RTS*	*2015*	*Specialized Trailer*	*$100,112*
67	*Addition to Fleet*	*DPW Parks*	*N/A*	*Work Truck Class 4*	*$83,638*
713	*Ford F450*	*DPW Building Maintenance*	*2012*	*Work Truck Class 4*	*$86,168*
Bus 02	*Blue Bird 303*	*School*	*2017*	*School Bus*	*$108,100*
C06	*Ford F350*	*Fire*	*2015*	*Brush Truck*	*$84,845*
108	*Trackless Tractor*	*DPW Highway*	*2011*	*Sidewalk Plow*	*$298,670*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $3,116,314 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Group	Description	Recommended	Amendment
Community Services	Bigbelly Trash Receptacles	$135,000	
Community Services	Center at the Heights Generator Installation	$27,000	
Community Services	Center at the Heights Space Utilization Study	$75,000	
Community Services	Library Technology	$26,280	
General Government	Geographic Information System	$120,000	
General Government	Town Offices Replacement Furniture	$25,000	
Public Safety	Personal Protective Equipment	$53,174	
Public Safety	Public Safety Mobile Devices	$50,000	
Public Schools	Roof Top Unit Replacement (Broadmeadow & Eliot Schools)	$817,750	
Public Schools	School Copier Replacement	$53,275	
Public Schools	School Furniture & Musical Equipment	$25,000	
Public Schools	School Technology Replacement	$437,000	
Public Works	Public Works Mobile Devices	$50,000	
Public Works	Recycling and Transfer Station Property Improvements	$47,500	
Public Works	Traffic Improvements	$50,000	
Multiple	Fleet Program	$1,124,335	
		$3,116,314	

Matthew D. Borrelli, member, addressed this proposal and recommended adoption on behalf of the Select Board.

Joshua W. Levy, Chair, recommended adoption on behalf of the Finance Committee.

At this time the Moderator reminded Town Meeting of the rule that any item to increase a line item must be reduced in another line item.

In response to several questions from John D. Crimmings (Precinct G), Mr. Borrelli stated that the old furniture would be thrown away. The Space Utilization Study would be a review of all the problematic needs.

David J. Escalante (Precinct I) agreed with the previous speaker and stated that a space study is usually a separate article.

A motion to amend was offered by Aaron M. Pressman (Precinct D) to add $50,000 to Traffic Improvements and reduce free cash by $50,000. Joshua W. Levy, Chair, Finance Committee advised that there is a budgetary process pertaining to monetary items.

Stephen Anthony Frail (Precinct G) expressed concern that this body is amending small items.

Justin Douglas McCullen (Precinct D) indicated that he understands there is a process but there are items that could be acquired.

Matthew D. Borrelli, Member, Select Board, suggested that these items regarding traffic investigation issues could come before a future Town Meeting.

Holly Anne Clarke (Precinct D) indicated that she received a report and stated that Town Meeting had appropriated money which has not been spent. She suggested that there should be a thoughtful budget process and there is a need for more communication and priorities need to be addressed.

Doug H. Fox (Precinct F) rose in support of the amendment increasing the traffic Improvement account.

Erik J. Bailey (Precinct A) rose in opposition to the amendment indicating Town Meeting should not be amending budgets.

A motion to amend was offered by Lawrence J. Cohen (Precinct F) delete the amount of $75,000 under the group Community services – Center at the Heights Space Utilization study.

Paul A. Siegenthaler (Precinct E) stated that this is a legislative body. If we become a rubber stamp, we will become obsolete.

In response to an inquiry from Carol I. Urwitz (Precinct J), Matthew D. Borrelli, Member, Select Board advised that municipal refuse comes under the Recycling and Transfer Station.

I response to an inquiry regarding security cameras from Georgina A. Arrieta-Ruetenik (Precinct J), Matthew J. Spengler, Chair, School Committee, advised that these security cameras are for students and staff.

Maurice "Moe" Handel (Precinct I) advised that the budgetary process is a sound process and extraordinary circumstances can be resolved.

In response to an inquiry from Kate Ellen Weinograd (Precinct E), Mathew D. Borrelli, member, advised that the Traffic Management Line Item for $50,000 is an annual recommendation for quick improvements and may need to increase in the future to address larger improvements.

In response to a request from John A. Bulian (Precinct H), Edward V. Cosgrove III, Member, Board of Health, and Town Meeting Member in Precinct E, advised that he believes there is a need to address overcrowding in the fitness room.

Lois F. Sockol (Precinct I) rose to support both Needham's kids and elderly.

After a lengthy discussion, a motion to move the previous question on the main motion and all pending amendments was offered by Gerald C. Rovner (Precinct B). The motion to move the previous question was presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

Mr. Lawrence R. Cohen's motion to amend was presented but failed to pass on a voice vote declared by the Moderator.

Mr. Aaron M. Pressman's motion to amend was presented but failed to pass on a voice vote declared by the Moderator.

ACTION: The main motion was presented and passed by majority vote declared by the Moderator on a voice vote.

Article 24 was adopted by unanimous consent on Monday, May 2, 2022.

ARTICLE 25: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $3,951,000 for the Public Works Infrastructure Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts. Unless circumstances dictate the funds are intended to be spent as follows:

STREET RESURFACING The Town aims to resurface 17 lane miles per year. The cost per lane mile for resurfacing in fiscal year 2022 is $94,500 or more per lane mile. A basic overlay at 1.5 inches with asphalt berm curb and casting adjustments is $90,000 per lane mile. The cost of micro surfacing treatments and rubber chip seal surfacing treatments are approximately $7.40 per square yard. Target funding for street resurfacing in fiscal year 2023 is $1,240,000.

SIDEWALK PROGRAM Fiscal year 2023 contract pricing to reconstruct one mile of asphalt sidewalk with incidental costs is estimated to be $418,750 per mile ($79.00/lf). Contract pricing to install a mile of granite curb with minor drainage improvements and incidental costs is estimated to be $380,200 per mile ($72.00/lf). These costs do not include engineering, design, tree removal and replacement, major drainage improvements, or major public or private property adjustments. Target funding for the sidewalk program in fiscal year 2023 is $798,500.

ROADWAY RECONSTRUCTION/REHABILITATION Marked Tree Road has been excavated by multiple utilities. The roadway is an

inconsistent width and has deteriorated. This funding request is for the design phase of this project including, the installation of granite curbing, accessible ramps, and sidewalk. It will also include drainage improvements. A focus of the improvements will be on pedestrian access and safety. The construction funding will be requested in fiscal year 2025. Target funding for roadway rehabilitation in fiscal year 2023 is $250,000.

INTERSECTION IMPROVEMENTS There have been struggles with bringing appropriate traffic flow through the intersection of Great Plain Avenue and Central Avenue since it was constructed in the 1990s due to property size limitations. This funding request is for the design phase of this project. There is a historic property on one corner that limits the design. The existing intersection design does not provide the ideal traffic patterns for multiple modes of transportation. This project will include geometric improvements and replacement/improvement of the traffic signal system. Installing a new traffic signal system that will include modern technology will better control the flow of traffic through the intersection, reducing back-ups of traffic. The layout of the intersection will be improved to increase traffic flow. This intersection redesign will comply with Complete Streets principles. Target funding for intersection improvements in fiscal year 2023 is $246,500.

STORM DRAIN CAPACITY IMPROVEMENTS The Stormwater Master Plan has identified several areas throughout Needham where improvements are required to resolve existing problems with flooding and illicit discharge. Since the issuance of the original Master Plan, numerous multi-unit developments have been built in the Town. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstance require otherwise, fiscal year 2023 funding is targeted for Concord Street and Burnside Road. This project includes construction of a new drain that will be connected to the recently extended Greendale Avenue drain project to provide additional stormwater capacity. Target funding for storm drain capacity improvements for fiscal year 2023 is $1,217,000.

GUARDRAIL Many of the Town's guardrails are noncompliant and the department is preparing a plan to upgrade existing guardrails to make them both compliant and aesthetically pleasing. In fiscal year 2023, the Town will address the guardrail on Central Avenue between the Dover town line and Fisher Street. There is existing guardrail that has failed, and decorative guardrail that is unsafe. The decorative guardrail will be replaced as part of the Central Avenue/Centre Street bridge project. Other existing guardrail will be replaced with new, code compliant guardrail and areas without a guardrail will have a guardrail installed. In addition, the guardrail on Farley Pond Lane needs to be replaced. The existing guardrail has failed, and safety protocols necessitate a guardrail due to the proximity of Farley Pond to Farley Pond Lane. The existing guard rail will be replaced with a new, code compliant guardrail, and areas without a guardrail will have guardrail installed. Target funding for guardrail improvements for fiscal year 2023 is $199,000.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $3,951,000 for the Public Works Infrastructure Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Matthew D. Borrelli, Member, recommended adoption of this article on behalf of the Select Board.

Louise L. Miller, Member, recommended adoption on behalf of the Finance Committee. She advised that she has worked on this article since 2006.

In response to an inquiry from Jeanne S. McKnight (Precinct F), Matthew D. Borrelli, member, Select Board, advised that the Master Plan has not been updated at this time. However, betterment charges cannot be charged to individual residents because they are benefitting the entire town.

In response to an inquiry from Laura W. Dorfman (Precinct B), Matthew D. Borrelli advised that all new construction must have special certification. The Town is aware of these problems and have addressed some of the concerns.

ACTION: The main motion which requires a simple majority was presented and carried by unanimous vote.

ARTICLE 26: LIBRARY SPACE UTILIZATION STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of $60,000 for a Library Space Utilization Study, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

Article Information: This funding request will enable the Library to engage a professional space planner to determine if the Library's interior space can be better arranged to accommodate high volumes of students and tutors who use the study rooms and study areas. In the afternoons during the school year, the Library is often used by students, tutors, and other people using the three study rooms, the row of carrels, and many four-seat tables.

MOVED: That the Town vote to raise and/or transfer and appropriate or borrow the sum of $60,000 for a Library Space Utilization Study, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Heidi R. Frail, member, recommended adoption on behalf of the Select Board.

Louise L. Miller, member, Finance Committee, advised that it has been fifteen years since the library was rebuilt and there are space issues. The Finance Committee recommends adoption of Article 26.

Robert A. Petitt, Library Trustee and Town Meeting Member in Precinct D, addressed the need for this space review. He stated that the library has seen more use than before the pandemic.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 27: DPW COMPLEX FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate, or borrow the sum of $60,000 for a feasibility study of

the reconstruction of the Department of Public Works Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto

Article Information: This funding request will fund a feasibility study to determine the most efficient use of DPW facilities, a design phase to incorporate the study's recommendations into a plan, and a construction phase to implement said plan. This study will lead to a master plan to implement the needed upgrades and will generate additional capital improvement requests. The Department of Public Works utilizes multiple facilities including the DPW Garage, Daley Building, Jack Cogswell Building, Water and Sewer facilities, Recycling & Transfer Station, workshop at Claxton Field, and Public Services Administration Building. The Jack Cogswell Building was recently constructed as a storage facility for vehicles and equipment when not in seasonal use. The DPW Garage houses the Fleet Division, Snow & Ice program operations, a six-bay garage, and workstations for Highway and Parks & Forestry staff. Additionally, the Daley Building houses trades staff for the Building Maintenance Division and functions as a workshop and storage facility. Both the DPW Garage and Daley Building are past the end of their useful life and in need of upgrades in order to better accommodate DPW staff and support their daily operations.

MOVED: That the Town vote to raise and/or transfer and appropriate or borrow the sum of $60,000 for a feasibility study of the reconstruction of the Department of Public Works Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Kevin J. Keane, member, recommended adoption of this proposal on behalf of the Select Board.

Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee.

Doug H. Fox (Precinct F) rose in support of all studies.

In response to an inquiry from Robert J. Dermody (Precinct G), Kevin J. Keane advised that all studies must go out to bid and could not be consolidated.

In response to an inquiry from Stephen Anthony Frail (Precinct G), Kevin J. Keane, Member, Select Board, advised that articles 7 and 27 could possibly be combined.

ACTION: The main motion was presented and carried by unanimous vote.

Articles 28, 29, and 30 were voted by unanimous consent on Monday, May 2, 2022.

ARTICLE 31: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $33,533 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of March 30, 2022 was $976,099.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $33,533 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy.

The following motion to amend was offered by Marcus Nelson: That the main motion under Article 31 be amended by deleting in the first line the sum "$33,533" and inserting in place thereof the sum "$85,659" and by deleting in the fourth line the "said sum" and inserting in place thereof the words "$52,126 be transferred from Free Cash and $33,533".

Marianne B. Cooley, Chair, addressed this proposal on behalf of the Select Board. This fund currently has about $ 1 million saved for future needs. The Select Board recommends adoption of this article.

Thomas M. Jacob, Member, Finance Committee, advised that the Athletic Facility Improvement Fund was created to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures. The balance in this fund was $976,099 as of March 30, 2022. The Finance Committee unanimously recommends adoption of this article.

In response to an inquiry from Carol I. Urwitz, Thomas M. Jacob advised that this article cannot be postponed to the fall Town Meeting because free cash cannot be certified after the end of the fiscal year.

Michael L. Niden (Precinct E) expressed concern with the $85,000 budget for the Athletic Fund and only $8,300 for Council for Culture and Arts.

Andrea E. Longo-Carter rose in support of the article but not the amendment.

The motion to amend was presented but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. He called the tellers to their positions. The motion to amend was again presented and carried by a count of hands. The hand count was 136 Yes 64 No..

ACTION: The main motion, as amended, was presented, and carried by the required majority vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to raise, and/or transfer and appropriate the sum of $85,659 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that $52,126 be transferred from Free Cash and $33,533 be raised from the Tax Levy.

ARTICLE 32: APPROPRIATE TO WORKERS COMPENSATION FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $130,000 to the Workers Compensation Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The balance in the Account as of March 1, 2022 was $1,012,986.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $130,000 to the Workers Compensation Fund, and to meet this appropriation that said sum be transferred from Free Cash.

Kevin J. Keane, Member, recommended adoption of this article on behalf of the Select Board.

Carol A. Fachetti, Member and Town Meeting Member in Precinct E, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 33: APPROPRIATE TO PUBLIC SAFETY INJURY ON DUTY FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $300,000 to the Public Safety Injury on Duty Fund, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The 2016 Municipal Modernization Act added a paragraph to M.G.L. c. 41 Section 111F to allow cities and towns to establish and appropriate amounts to a special injury leave indemnity fund for payment of injury leave compensation or medical bills incurred for public safety personnel. The monies in the special fund may be expended, with the approval of the chief executive officer and without further appropriation, for such expenses. Any balance in the fund shall carry over from year to year, unless specific amounts are released to the general fund by the chief executive officer upon a finding that the amounts released are not immediately necessary for the purpose of the fund, and not required for expenses in the foreseeable future.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $300,000 to the Public Safety Injury on Duty Fund, and to meet this appropriation that said sum be transferred from Free Cash.

Kevin J. Keane, Member, Select Board, advised that this is a new fund to cover Public Safety personnel not previously covered.

Carol A Fachetti, member, advised that the Finance Committee unanimously recommends adoption of this article.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 34: AMEND GENERAL BY-LAWS – SNOW & ICE ON SIDEWALKS

To see if the Town will vote to amend the General By-laws by deleting Section 3.1.8 (Snow and Ice on Sidewalks) in its entirety, and inserting in its place the following:

3.1.8 Snow and Ice on Sidewalks.

3.1.8.1 Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than fifty dollars ($50.00) for each offense.

3.1.8.2 Any owner, tenant, occupant, proprietor, manager, agent, board, trust, or other entity having charge of property used wholly or in part for (a) a commercial purpose (including without limitation as a store, restaurant, bank, gym, theater, childcare facility or office); (b) a hospital or medical establishment; (c) a place of worship; (d) multi-family housing containing three (3) or more dwelling units on a lot; or (e) any other use open to the public, or to a particular membership or clientele, that allows snow or ice to remain on a sidewalk abutting, on, or within its property for more than five hours between sunrise and sunset, shall forfeit not more than fifty dollars ($50.00) for each offense. If, by reason of weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed; provided that while the snow and ice remain, entity in charge shall keep the sidewalk in safe condition by sanding or otherwise; or take any other action relative thereto.

Article Information: Section 3.1.8 of the General By-Laws currently requires property owners to clear snow and ice from any property used as a "store, office, or any other public place." The practical intent of this section is to broadly require that any owner of commercial property, or property that is open to the public, remove snow and ice on a timely basis after a storm. Notwithstanding this intent, the existing terminology noted above may leave open some question as to what property is covered, and what property is not. Accordingly, this proposed by-law amendment would revise Section 3.1.8 to expressly cover any property that is used for a commercial

purpose, and also to add broader itemized list of other uses open to the public (including hospitals, medical centers, places of worship, and multifamily housing developments) that will be expected to timely clear snow and ice from their property.

MOVED: That the Town vote to amend the General By-laws by deleting Section 3.1.8 (Snow and Ice on Sidewalks) in its entirety, and inserting in its place the following:

3.1.8 Snow and Ice on Sidewalks.

3.1.8.1 Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than fifty dollars ($50.00) for each offense.

3.1.8.2 Any owner, tenant, occupant, proprietor, manager, agent, board, trust, or other entity having charge of property used wholly or in part for (a) a commercial purpose (including without limitation as a store, restaurant, bank, gym, theater, childcare facility or office); (b) a hospital or medical establishment; (c) a place of worship; (d) multi-family housing containing three (3) or more dwelling units on a lot; or (e) any other use open to the public, or to a particular membership or clientele, that allows snow or ice to remain on a sidewalk abutting, on, or within its property for more than five hours between sunrise and sunset, shall forfeit not more than fifty dollars ($50.00) for each offense. If, by reason of weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed; provided that while the snow and ice remain, entity in charge shall keep the sidewalk in safe condition by sanding or otherwise.

Matthew D. Borrelli, Member, advised that the Select Board unanimously recommended adoption of this amendment to the Town's General By-Laws.

Barry J. Coffman, member stated that this amendment clarifies the existing By-Law. The Finance unanimously endorses adoption of this article.

Jeanne S. McKnight (Precinct F) advised that the Town should be plowing sidewalks that are town property and not rely on private property. The property manager for the Rosemary Ridge Condominiums says too much liability. Will there be liability for Rosemary Ridge owners? Mr Borrelli stated that the town would not be liable because it is exempt. However private could be liable.

Mr. Paul S. Albert (Precinct C) expressed concern with the wording "not more than" because there is normally a set amount. A motion to amend was offered by Paul S. Albert to strike the words "not more than" in section 3.1.8.1" to strike the words "not more than" in section 3.1.8.2

Andrea J. Wizer (Precinct E) stated that private properties have been fined in storms, but the town plows go down and cover the sidewalks. She asked if this will be enforced. Mr. Borrelli explained that the Select Board is looking at ways to get people to plow their section of the sidewalks. It is illegal for the town to push snow on sidewalks. This will be enforced.

David J. Escalante (Precinct I) expressed concern with this amendment. Mr Borrelli advised that section 3.1.8.1 is already in the existing By-Law.

Town Meeting Members Jeanne S. McKnight (Precinct F), Cynthia L. Conturie (Precinct D), and Eric G. Pressman (Precinct B) all expressed concern with this amendment to the General By-Laws.

Mr. Matthew D. Borelli stated that the Select Board has received many complaints and they hope this amendment will encourage snow removal.

A motion to move the previous question was offered by Ford H. Peckham (Precinct E). The motion was presented and carried by the required two-thirds vote on a voice vote declared by the Moderator.

Mr. Alpert's motion to amend was presented and passed by majority vote on a voice vote declared by the Moderator.

ACTION: The main motion, as amended, was presented by the Moderator was in doubt as to the voice vote. The motion, as amended, was again presented, and passed by majority vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to amend the General By-laws by deleting Section 3.1.8 (Snow and Ice on Sidewalks) in its entirety, and inserting in its place the following:

3.1.8 Snow and Ice on Sidewalks.

3.1.8.1 Any person who places any snow or ice on a sidewalk or a street, shall forfeit fifty dollars ($50.00) for each offense.

3.1.8.2 Any owner, tenant, occupant, proprietor, manager, agent, board, trust, or other entity having charge of property used wholly or in part for (a) a commercial purpose (including without limitation as a store, restaurant, bank, gym, theater, childcare facility or office); (b) a hospital or medical establishment; (c) a place of worship; (d) multi-family housing containing three (3) or more dwelling units on a lot; or (e) any other use open to the public, or to a particular membership or clientele, that allows snow or ice to remain on a sidewalk abutting, on, or within its property for more than five hours between sunrise and sunset, shall forfeit fifty dollars ($50.00) for each offense. If, by reason of weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed; provided that while the snow and ice remain, entity in charge shall keep the sidewalk in safe condition by sanding or otherwise.

ARTICLE 35: AMEND GENERAL BY-LAWS – HOUSEHOLD REFUSE

To see if the Town will vote to amend the General By-Laws by:

1. Inserting in Section 3.1 (General) of Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.12, to read as follows:

> **3.1.12 Household Refuse.** No person shall deposit any household refuse or garbage in any receptacle maintained by the Town of Needham on public property.

2. Renumbering the existing sections within Section 3.1 in appropriate numerical order to account for the insertion of new Section 3.1.12.

3. Inserting in Section 8.2.2.4 (Police Regulations) a new section L., to read as follows:

L. **Household Refuse (Section 3.1.12)**

Enforcement Agent: Director of Public Works or Designee

Fine Schedule:

Warning - First Offense

$100 Second Offense

$200 Third Offense

$300 Fourth and Subsequent offenses

4. Re-lettering the existing Sections within Section 8.2.2.4 in appropriate alphabetical order to account for the insertion of new section L; or take any other action relative thereto.

Article Information: The trash receptacles that the Town maintains on public property, such as the Town Common, parks, athletic fields, etc., are primarily intended to be used by those visiting these places, and for disposal of incidental waste that may be generated while people are out and about. Nonetheless, the Police Department and the Department of Public Works have recently observed people disposing of bagged household garbage in the Town's public trash receptacles. A typical example would involve someone briefly stopping their car near a public receptacle, getting out, depositing a garbage bag, and driving away. This practice is inconsistent with the intended purpose of the Town's public trash receptacles and can quickly render them overly full and temporarily unusable by others. The proposed amendments to the General By-Laws would make it unlawful to dispose of household refuse in a public receptacle and would allow the DPW Director or their designee to issue non-criminal tickets (after issuing a warning for a first offense) in the event that a violation is observed.

MOVED: That the Town vote to amend the General By-Laws by:

1. Inserting in Section 3.1 (General) of Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.12, to read as follows:

3.1.12 Household Refuse. No person shall deposit any household refuse or garbage in any receptacle maintained by the Town of Needham on public property.

2. Renumbering the existing sections within Section 3.1 in appropriate numerical order to account for the insertion of new Section 3.1.12.

3. Inserting in Section 8.2.2.4 (Police Regulations) a new section L., to read as follows:

L. **Household Refuse (Section 3.1.12)**

Enforcement Agent: Director of Public Works or Designee

Fine Schedule:

Warning - First Offense

$100 Second Offense

$200 Third Offense

$300 Fourth and Subsequent offenses

4. Re-lettering the existing Sections within Section 8.2.2.4 in appropriate alphabetical order to account for the insertion of new section L.

Matthew D. Borrelli, member, advised that there is an increase in household refuse being deposited in town containers. This by-law will allow enforcement. The Select Board recommend adoption of this proposal.

A motion to amend was offered by Peter J Pingitore (Precinct I) to reduce the fine schedule to –
Warning – First Offense
$25 – Second Offense
$50 – Third Offense\
$75 - Fourth and Subsequent offenses

Peter J. Pingitore (Precinct I) suggested the previous General By-Law amendment set the fee for snow removal at $50 per offense. Needham is similar to Worcester in that Needham charges for yellow bags to put our refuse in and take to the disposal area. Some may not be able to afford the yellow bags.

In response to an inquiry from Glenn Alan Mulno (Precinct I), Matthew D. Borrelli stated that this is not about doggie bags, but large garbage bags. The Town also provides yellow bags for those unable to afford the yellow bags.

The following Town Meeting Members rose in support of the motion to amend: Aaron M. Pressman (Precinct C), Lance M. Brown (Precinct A), Jeffrey D. Heller (Precinct F), and Kate Weinogard (Precinct E).

A motion to move the previous question was offered by William R. Dermody (Precinct J). The motion was presented an carried by the required two-thirds vote.

The motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. The Moderator called the tellers for a hand count. The motion was presented and carried by a count of hands. The hand count was Yes 136 – No 62.

ACTION : The main motion, as amended, was presented, and carried by majority vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to amend the General By-Laws by:

1. Inserting in Section 3.1 (General) of Article 3 (Police Powers, Authority and Regulations) a new Section 3.1.12, to read as follows:

3.1.12 Household Refuse. No person shall deposit any household refuse or garbage in any

receptacle maintained by the Town of Needham on public property.

2. Renumbering the existing sections within Section 3.1 in appropriate numerical order to account for the insertion of new Section 3.1.12.

3. Inserting in Section 8.2.2.4 (Police Regulations) a new section L., to read as follows:

L. **Household Refuse (Section 3.1.12)**

Enforcement Agent: Director of Public Works or Designee

Fine Schedule:

Warning - First Offense

$25 Second Offense

$50 Third Offense

$75 Fourth and Subsequent offenses

4. Re-lettering the existing Sections within Section 8.2.2.4 in appropriate alphabetical order to account for the insertion of new section L.

Articles 36, 37, 38, and 39 were voted by unanimous consent earlier this evening.

Article 40 was presented as the first item of business on Wednesday, May 4, 2022. The main motion was presented at that time but failed to pass on a voice vote declared by the Moderator.

At 11:04 PM, Marianne B. Cooley moved that the Adjourned Annual Town Meeting stand adjourned until Monday, May 9, 2022, at 7:30 PM. The motion was presented and carried by unanimous vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

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ADJOURNED ANNUAL TOWN MEETING

Monday, May 9, 2022

Pursuant to adjournment of the Adjourned Annual Town Meeting held May 4, 2022, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Monday, May 9, 2022 at 7:30 P.M.

Check lists were used and 208 voters were checked on the list as being present, including 204 Town Meeting Members. 49 Town Meeting Members were absent.

The Moderator reminded Town Meeting Members to sit in the first 11 rows of the hall. He also noted that only Town Meeting Members are permitted to vote.

At this time the Moderator suspended the meeting to continue the process previously conducted by the Melick Foundation of introducing Town Meeting Members who have serve 25 years. He expressed his gratitude to the Needham League of Women Voters for taking on this responsibility. The Moderator introduced Carol Patey, President of the Needham League of Women Voters. Carol Patey advised that this has been an honor to take on this task and she thanked Polly Attridge and Phil Robey for their assistance as this process moves forward. President Patey then presented the following Town Meeting Members with certificates for their twenty-five years of service to the Town: Paul S. Alpert, Bruce T. Eisenhut, Jane B. Murphy, Lorraine M. Murphy, and Karen N. Price.

At 7:40 P.M. Ms. Marianne B. Cooley moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

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RECORD OF SPECIAL TOWN MEETING
Monday, May 9, 2022

Pursuant to a Warrant issued by the Select Board March 22, 2022 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall, on Monday, May 9, 2022, at 7:30 o'clock in the afternoon.

Check lists were used and 208 voters were checked on the list as being present, including 204 Town Meeting Members.
49 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the presence of our State Representative Denise C. Garlick and thanked her for her interest in our Town Meeting.

The Call to the Meeting and Officers Return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator requested and received unanimous consent to apply the same rules enacted for the Annual Town Meeting for the Special Town Meeting.

The Moderator announced that there are no changes in the affirmative motions and no motions subject to withdrawal.

The Moderator announced that there are no articles subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. The Moderator announced that the consent calendar consists of nothing. As a result, discussion will commence with Article 1 at this time.

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the fiscal year 2022 Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2021 and fiscal year 2022; or take any other action relative thereto.

Article Information: The Town and the Fire Union have reached agreement on a contract for fiscal year 2021 and 2022. The Agreement provides for numerous language changes, and a general wage increase of 3% in fiscal year 2021 and 2% in fiscal year 2022, consistent with other employee groups. The contract brings the Fire Union current. The parties will continue to meet to reach agreement on a successor agreement for fiscal year 2023 and beyond. Specifics on the Agreement with the Union are available on the Town's May 9, 2022 Special Town Meeting webpage.

MOVED: That the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the fiscal year 2022 Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2021 and fiscal year 2022.

Marianne B. Cooley, Chair, addressed this article on behalf of the Select Board. She noted this is a "garden variety" contract and typical of other collective bargaining increases. The Select Board recommends support of this article

Mr. Richard J. Lunetta, member, recognized the hard work of the negotiating team. He stated that the Finance Committee unanimously recommends adoption of Article 1.

Lance R. Brown (Precinct A) expressed concern with the rationale in extending military leave from 24 to 40 days. In response to Mr Brown's inquiry, Marianne B. Cooley advised that the Select Board is working toward townwide consistency, and it is her understanding that this is under state law and will be extended town wide. She advised that the state law is Massachusetts General Laws Chapter 33, Section 59.

ACTION: The main motion was presented and carried by unanimous vote.

Marianne B. Cooley, Chair, Select Board, moved to advance Article 4 at this time before discussion under Article 2 because the Town is withdrawing from Civil Service under this proposal and it involves Articles 2 and 3. The motion to advance was presented and carried by unanimous vote.

ARTICLE 4: HOME RULE PETITION TO EXEMPT POLICE DEPARTMENT FROM CIVIL SERVICE

To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation to exempt the Police Department, including the Chief of Police, from chapter 31 of the General Laws, the Massachusetts Civil Service Law; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court; and provided further that the Town Manager is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

> AN ACT EXEMPTING ALL POSITIONS IN THE POLICE DEPARTMENT OF THE TOWN OF NEEDHAM FROM THE CIVIL SERVICE LAW
>
> Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:
>
> SECTION 1. Notwithstanding any general or special law to the contrary, all positions in the police department of the town of Needham, including the position of chief of police, shall be exempt from chapter 31 of the General Laws.
>
> SECTION 2. This act shall not impair the civil service status of a person holding a position described in section 1 on the effective date of this act.
>
> SECTION 3. Notwithstanding section 2, no appointment or promotion made after the effective date of this act shall be subject to chapter 31 of the General Laws.
>
> SECTION 4. This act shall take effect upon its passage.

Or to take any other action relative thereto.

Article Information: The Civil Service system is outdated and problematic. It was adopted in the early 20th century primarily to protect hiring and discipline from patronage. Those goals are better addressed now by other laws and regulations, and by public employee collective bargaining rights. Removing the Town from Civil Service will strengthen necessary management rights and accountability and allow greater flexibility in hiring and promotions. A locally-based system of recruitment and promotion – rather than one controlled at the State level – will allow the Town to recruit highly qualified candidates for increasingly difficult to fill police officer positions. Such enhanced recruitment opportunities will also be useful in increasing the diversity of the police force.

Information about the process developed to replace the Civil Service promotion system is included in the Memorandum of Agreement between the Town and the Needham Police Union located on the May 9, 2022, Special Town Meeting webpage. A draft policy on recruitment of police officers at initial hire is available on that webpage as well.

MOVED: That the Town vote to authorize the Select Board to petition the General Court for special legislation to exempt the Police Department, including the Chief of Police, from chapter 31 of the General Laws, the Massachusetts Civil Service Law; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court; and provided further that the Town Manager is hereby authorized to

approve amendments which shall be within the scope of the general public objectives of this petition:

AN ACT EXEMPTING ALL POSITIONS IN THE POLICE DEPARTMENT OF THE TOWN OF NEEDHAM FROM THE CIVIL SERVICE LAW

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, all positions in the police department of the town of Needham, including the position of chief of police, shall be exempt from chapter 31 of the General Laws.

SECTION 2. This act shall not impair the civil service status of a person holding a position described in section 1 on the effective date of this act.

SECTION 3. Notwithstanding section 2, no appointment or promotion made after the effective date of this act shall be subject to chapter 31 of the General Laws.

SECTION 4. This act shall take effect upon its passage.

Marianne B. Cooley, Chair, addressed this article on behalf of the Select Board. She advised that many towns have withdrawn from Civil Service, so this is not a new idea. The Town does not consider higher costs by withdrawing. Both the Town and the Police believe this is the way to go. The Select Board unanimously request the support of Town Meeting.

Richard J. Lunetta, member, advised that the Finance Committee talked with both the Police Chief and the Town Manager. Passage of this proposal would open the candidate list and the Finance Committee felt this article brought benefits to the Town and recommended adoption of Article 4.

Glenn Alan Mulno (Precinct I) suggested this was a good idea and offered a motion to amend that there be an annual report. The Moderator advised that he need to confer with Town Counsel because this is a home rule petition and the State Legislators usually amends these petitions. After conferring with Town Counsel, the Moderator suggested that Mr. Mulno offer this motion under the Omnibus Article.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

Marianne B. Cooley, Chair, Select Board, moved to discuss Articles 2 and 3 together and vote on each article separately. The motion was presented and carried by unanimous vote.

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023; or take any other action relative thereto.

Article Information: The Town and the Needham Police Union have agreed on two contracts – one for fiscal year 2022 and one for fiscal year 2023 through fiscal year 2025. The agreement implements critical priorities of the Select Board including internal wage parity with respect to education pay, ensuring the Town's ability to recruit and retain the highest quality staff, and agreement to replace the Civil Service system with an alternative, locally based system. Such system will be implemented after the Town's petition to leave Civil Service, proposed under Article 4, is approved by the General Court and the Governor. Specifics on the Agreement with the Union are available on the Town's May 9,2022 Special Town Meeting webpage.

MOVED: That the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance, and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023.

Marianne B. Cooley, Chair, requested your support on Articles 2 and 3. She stated that the Select Board respectfully request and unanimously support these articles.

Richard J. Lunetta, member, stated that both Articles 2 and 3 have retroactive pieces in these articles and require approval for Fiscal Year 22 and Fiscal Year 23. This applies to the Police Superior Officers Association also. The Finance Committee unanimously recommends transfer of these funding proposals.

Jennifer C. Scheck-Kahn (Precinct A) noted that the Police have made great strides in the past year and suggested that there is more to do and should be pursued.

In response to an inquiry from Lawrence J Cohen (Precinct F), unanimous consent was given to allow Police Chief John Schlittler and non-resident, to address Town Meeting. Police Chief John Schlittler advised that there will be new conditions which will be posted and includes new required training which is being developed.

Doug H. Fox (Precinct F) rose in support of the increase in wages.

In response to an inquiry from Lance R. Brown (Precinct A), Marianne B. Cooley was not sure if MGL. Chapter 33, Section 59 has been accepted by the Town.

In response to James R. Ruetenik (Precinct J) regarding how collective bargaining Works, Marianne B. Cooley advised that both sides bring their goals to the table and the most important items agreed upon are brought to Town Meeting.

Marianne B. Cooley advised that the labor market is very tight at the present time and the town currently has six openings. The Town reviewed pay scales of similar towns and once this proposal is approved, the Town will fall in the upper third.

Mr. Richard J. Lunetta, member, advised that the Finance Committee does not get involved in bargaining.

ACTION: The main motion under Article 2 was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023; or take any other action relative thereto.

Article Information: At the time of the printing of the Warrant, the parties had not reached agreement on a contract. If the parties reach agreement on a contract, specifics will be available on the Town's May 9, 2022 Special Town Meeting webpage.

MOVED: That the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2022 and fiscal year 2023.

ACTION: The main motion under Article 3 was presented and carried by majority vote on a voice vote declared by the Moderator.

At 8:35 P.M. Ms. Marianne B. Cooley, on behalf of the Select Board, moved that the May 9, 2022, Special Town Meeting be dissolved with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In Memory of Donald Burr Gratz

WHEREAS: Donald "Don" Gratz was born and raised in Oneonta, NY. He received a bachelor's degree from Wesleyan University, a master's degree in education from Harvard University, and a Ph.D. from the Lynch School of Education at Boston College; and

WHEREAS: Don and his wife Frances (Wheeler) Gratz settled in Needham in 1995, where they raised their daughters Jennifer and Julia; and

WHEREAS: Don had an extensive and distinguished career in education, serving as Professor and Chair of the Education Department, and director of the Master's in Education Program at Curry College, Interim Development and Alumni Relations Director at Framingham State College, Director of National School Reform at the Community Training and Assistance Center, and Dean of Continuing Education at Quincy College. He was widely published on issues of school improvement, student assessment, and performance-based compensation, including his book *The Peril and Promise of Performance Pay: Making Education Compensation Work*; and

WHEREAS: Don served on the Board of Governors for Quincy College, as Vice Chair of The Education Cooperative, and as a member of the Needham Exchange Club, and Democratic Town Committee. He was engaged in community development initiatives, serving on a variety of boards such as the Jamaica Plain Neighborhood Development Corporation, South Shore Welfare Advisory Board, and Community Action for Greater Middletown; and

WHEREAS: Don was an educator, musician and music lover, daily runner, and an avid reader; and

WHEREAS: Don was a member of the Needham School Committee from 2000 to 2009 and a Town Meeting Member from 2000 – 2020;

NOW THEREFORE, be it resolved by this body that the May 9, 2022 Special Town Meeting be dissolved in honor of the many civic and community contributions of Don Gratz to the Town of Needham.

ACTION: at 8:36 P.M. the Resolution was presented and carried unanimously by voice vote.

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Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

The Moderator called the Annual Town Meeting back into session at 8:36 P.M., declared a quorum to be present, and requested the Town Clerk to so record. Discussion commenced under Article 41 upon the dissolution of the Special Town Meeting called for Monday, May 9, 2022 at 7:30 P.M.

ARTICLE 41: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Select Board, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

Moved: That the Town vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Select Board, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting.

The following Resolution was offered by Glenn Alan Mulno (Precinct I) under Article 41, the Omnibus Article:

Resolution of Town Meeting

After the Home Rule Petition described in Article 4 of the Special Town Meeting Warrant for May 9, 2022, becomes effective, Town Meeting requests that the Select Board report annually to Town Meeting on the savings and benefits secured by the Town of Needham as a result of the Town's withdrawal of the Needham Police Department from Civil Service.

Mr. Mulno stated that he would like the transparency of an annual report to Town Meeting once the Home Rule Petition to exempt the Police Department from Civil Service is approved.

Rebecca A. Young (Precinct I) rose in support of the Select Board's report and hopes the town will have a more diverse staff.

Eric J. Bailey (Precinct A) disagreed with this motion and does not see the need to continue an annual report for the next 50 years. David J. Escalante (Precinct I) concurred with the previous speaker.

In response to an inquiry from Andrea J. Wizer (Precinct I), Marianne B. Cooley, Select Board Chair, stated that other towns do have tests and Needham is working with a company that does this sort of work. Marianne noted that the Select Board will work with Police in determining progress and making this information open to all.

Jeanne S. McKnight (Precinct F) expressed concern with an indefinite annual report on this subject and offered the following motion to amend: After the words "report annually," add "through the 2025 Annual Town Meeting."

Glenn Alan Mulno expressed concern that three reports do not seem to be enough, and reports could always be stopped at a later date.

In response Janis M. Soma (Precinct D), Marianne B. Cooley indicated that a report on diversity could be included in this annual report. Rebecca Waber (Precinct C) stated that people are really interested in diversity but not too interested in this amendment.

A motion to move the previous question which requires a two-thirds vote for passage was offered by Ford H. Peckham. The motion was presented and carried by a two-thirds vote declared by the Moderator on a voice vote.

Jeanne S. McKnight's motion to amend was presented, but failed to pass on a voice vote declared by the Moderator.

ACTION: The Resolution was presented, but the Moderator was in doubt as to the voice vote. The Resolution was again presented, and the Moderator was still in doubt. The Moderator called the following Town Meeting Members to serve as tellers: Paula R. Callanan, Cynthia J. Wolfe, and Karen E Han. Philip V. Robey was sworn in as teller by the Moderator. The Resolution was presented again and carried by a count of hands. The hand count was Yes 111 – No 90.

At this time the Moderator expressed his thanks and appreciation our custodian Pat Thornton and the custodial staff, Myles Tucker and Cyndi Gonzalez for filling in for the infamous Sandy Cincotta for manning the projector and Mark Mandell and the Needham Cable TV for televising our Town Meetings. He thanked Steve Jacques for serving as Marshall, and the Town Clerk and staff for keeping the Town Clerk's records and attendance. He also expressed his appreciation to the Finance Committee and the Community Preservation Committee and the many volunteers. He noted that two members of the Finance Committee are departing: Rick Lunetta for serving thirteen years on the Finance Committee and 24 years on the Human Resource Department's Personnel Board and Thomas M. Jacob for serving seven years on the Finance Committee. He thanked all the Town Meeting Members noting that 20% of this year's Town Meeting Members are new. He noted that this year' warrants were not huge but warned that there will be years when it is much more hectic. He reminded Town Meeting Members to remain civil in the coming years.

At 9:15 P.M. Ms. Marianne B Cooley, on behalf of the Select Board, moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In Memory of Richard Hardy

WHEREAS: Richard "Rick" Hardy was born and raised in West Roxbury. A graduate of Boston English High School, Rick earned a Bachelor's Degree from the University of Massachusetts and a Master's Degree from Northeastern University; and

WHEREAS: Rick and his wife Deirdre O'Hare settled in Needham in 1988, where they raised their daughter Lee; and

WHEREAS: Rick devoted his career to human resources management, specializing in recruitment and employee relations at numerous local and multinational organizations; and

WHEREAS: Rick was a lifelong athlete, and spending time outdoors on his bicycle was his most treasured activity. He was engaged in the practice of Zen Buddhism at the Worcester Boundless Way Temple, and had a passion for music, especially jazz, and the Grateful Dead; and

WHEREAS: Rick was active in the Town of Needham's historical community, both as an amateur historian and member of the Needham Historical Commission from 2008 to 2022. Rick was enthralled by his family's "Ivanhoe Sears House" built from a kit by

its original owners in the early 20th century; and

WHEREAS: Rick was devoted to causes of social justice, literacy, and education, and taught English as a second language in the Needham community. He served on the Board of the Library Foundation of Needham and as a Trustee of the Needham Free Public Library from 2011 to 2022; and

WHEREAS: Rick served as a Town Meeting Member in 2014, 2015 and 2019;

NOW THEREFORE, be it resolved by this body that the 2022 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Rick Hardy to the Town of Needham.

ACTION: A 9:15 P.M. on Monday, May 9, 2022, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST: